CITY OF Lethbridge

Capital Planning and Engineering Services

The UTILITY LOCATION ASSIGNMENT (ULA) GUIDELINES

& PERMIT APPLICATION REQUIREMENTS

Introduction

A ULA Permit (Permit) is required prior to the issuance of an Excavation Permit for the proposed installation, modification, or realignment of utility infrastructure (including environmental wells) within any City of Lethbridge (City) owned Right-of-Way (ROW), Utility Right-of-Way (URW/Easement), or Public Utility Lot (PUL), collectively referred to herein as the "ROW Corridor".

For the purposes of these Guidelines, common fixed surface references include Property Line (PL), Back of Walk (BOW – property side of sidewalk), Front of Walk (FOW – roadway side of sidewalk), Back of Curb (BOC), and Edge of Asphalt (EOA). "ROW" refers to Capital Planning & Engineering Services – Right-of-Way, and "Contractor" includes any party performing excavation on behalf of a business, resident, utility or facility owner (including the City), or a utility owner's own forces.

The ULA process ensures proposed installations within the ROW Corridor are reviewed for alignment compatibility, separation requirements, and long-term corridor management.

Permits are issued to the utility owner, or to an applicant acting on behalf of the utility owner, upon approval of the submitted drawings for proposed above-grade, at-grade, or below-grade installations.

Purpose

These Guidelines outline the ULA Permit process and establish applicable standards, general conditions, and direction for utility owners and Permit Applicants. They are also intended to provide clarity to businesses, property owners, and citizens seeking to understand how utility installations within the ROW Corridor are reviewed and coordinated.

These Permits support the City in monitoring and coordinating activities within the ROW Corridor to:

- Allow utility installations to occur in a safe and timely manner.
- Prevent conflicts between utility owners and other activities within the ROW Corridor.
- Protect and maintain existing public infrastructure.
- Minimize disruption to businesses, residents, and road users (including motorists, cyclists, and pedestrians).

The ROW Corridor is a limited and shared resource. With numerous interests competing for both short- and long-term use, it is essential that present and future needs are balanced and protected.

The City manages the ROW Corridor to ensure efficient use of space, protection of municipal infrastructure, and equitable access for utility providers in accordance with applicable bylaws.

Given the evolving physical and operational demands within the City, these Guidelines will continue to be reviewed and updated as required.

Table of Contents

1. Application Process

ULA applications shall be submitted online through the City's ULA Permit Application Portal (or via the QR code):

https://ulaform.lethbridge.ca/

Submission of an application through the online portal constitutes a formal submission and triggers the Application Fee outlined in Section 11.

Where necessary, applications may also be submitted by emailing rowapplications@lethbridge.ca or by contacting 311 (403.320.3111) and requesting Right-of-Way.

Upon receipt, submissions are screened to confirm they meet the minimum submission requirements outlined in these Guidelines. Submissions that do not meet minimum requirements will be returned to the Applicant for revision prior to proceeding to full technical review.

1.1 Submission Requirements

The Applicant shall provide the following information:

- Applicant's name, email address, and phone number
- Utility owner's name
- Utility owner's project manager name, email address, and phone number
- Billing reference number provided by the Utility owner (e.g., Purchase Order)
- Municipal address adjacent to the proposed installation
- Brief description of the proposed work
- Number of proposed alignments and length of each
  An alignment is defined as a continuous utility installation in a continuous direction. A break in a proposal of one block or greater may require a separate ULA submission.
- Number of proposed vertical structures
- Drawing package
- Field photographs or current aerial imagery showing the area of proposed work, including nearby at-grade or above-grade surface structures
- Identification of whether the submission is a RUSH application

---

2. Alignment Requirements

The design of new infrastructure within the ROW Corridor must maximize corridor efficiency while respecting all existing utilities and minimum separation requirements.

This section governs the horizontal alignment of underground utility installations.

2.1 Governing Alignment

Each continuous segment of proposed utility installation must have **one clearly defined governing alignment**.

A governing alignment is the offset that controls the horizontal placement of the new utility. This alignment may be based on:

- An existing utility (e.g., 0.5 m from secondary power); or

- A fixed surface reference (e.g., 0.15 m from PL) where no existing utility governs the segment.

Only one governing alignment is permitted per continuous segment.

Randomized placement within the boulevard is not permitted. Installations must follow the defined governing alignment for the entire segment.

Where the governing alignment changes, the transition point must be clearly shown.

All other dimensions shown on the drawing are to be identified as **minimum separation requirements only** and are not considered governing alignment controls (e.g. MIN 1.0 m GAS).

ROW reserves the right to require revisions to proposed alignments where corridor conditions, existing infrastructure, or long-term corridor management considerations warrant.

2.2 Alignment Hierarchy – Underground Conduit

When designing new underground conduit, the following hierarchy shall be applied in sequence:

- Joint trenching or coordinated installations with other utilities shall be considered where feasible. Where joint trenching is proposed, a single governing alignment shall still be established in accordance with Section 2.1.
- Where an existing utility of the same type exists in proximity, the new utility shall align adjacent to that utility while maintaining the strictest minimum allowable separation requirement.
    - New telecommunications lines should be adjacent to existing telecommunications lines.
    - New electric lines should be adjacent to existing electric lines.
    - New natural gas lines should be adjacent to existing natural gas lines.
- Where an existing utility of the same type is not available, the new utility should align off one existing shallow utility at a separation equal to the strictest minimum allowable separation requirement. Where multiple existing utilities are present, the selected governing utility shall be the one that results in the most consistent and efficient corridor alignment, subject to ROW approval.
- Where no existing utilities are in proximity, the new utility shall establish a governing alignment in accordance with Section 3.4.

2.3 Fixed Surface Reference

Each continuous segment must include two distinct controls:

- **Installation Control (Governing Alignment):** Defines how the utility is placed in the field (e.g., offset from an existing utility).
- **Documentation Control (Fixed Surface Reference):** Defines how the installation is consistently referenced and recorded (e.g., PL, BOW, FOW, BOC) for drawing clarity and as-built requirements.

Both controls must be satisfied for each continuous segment.

For compliance with CSA S-250 – Mapping of Underground Utilities:
Each segment must include **one fixed surface reference dimension** (e.g., PL, BOW, FOW, BOC), the closest appropriate linear reference to the proposed alignment.

This fixed reference:

- Must be clearly shown on the drawing.
- Must remain consistent for the continuous segment.

- Must be linear and suitable for establishing a consistent parallel offset for the proposed installation.

Curved features (e.g., curb returns at intersections) are not acceptable fixed references as they do not provide consistent offset control.

Where BOW or FOW is used, it must refer to a **constructed pedestrian concrete sidewalk**, not a slab or surface treatment.

Asphalt pathways are not acceptable mapping references.

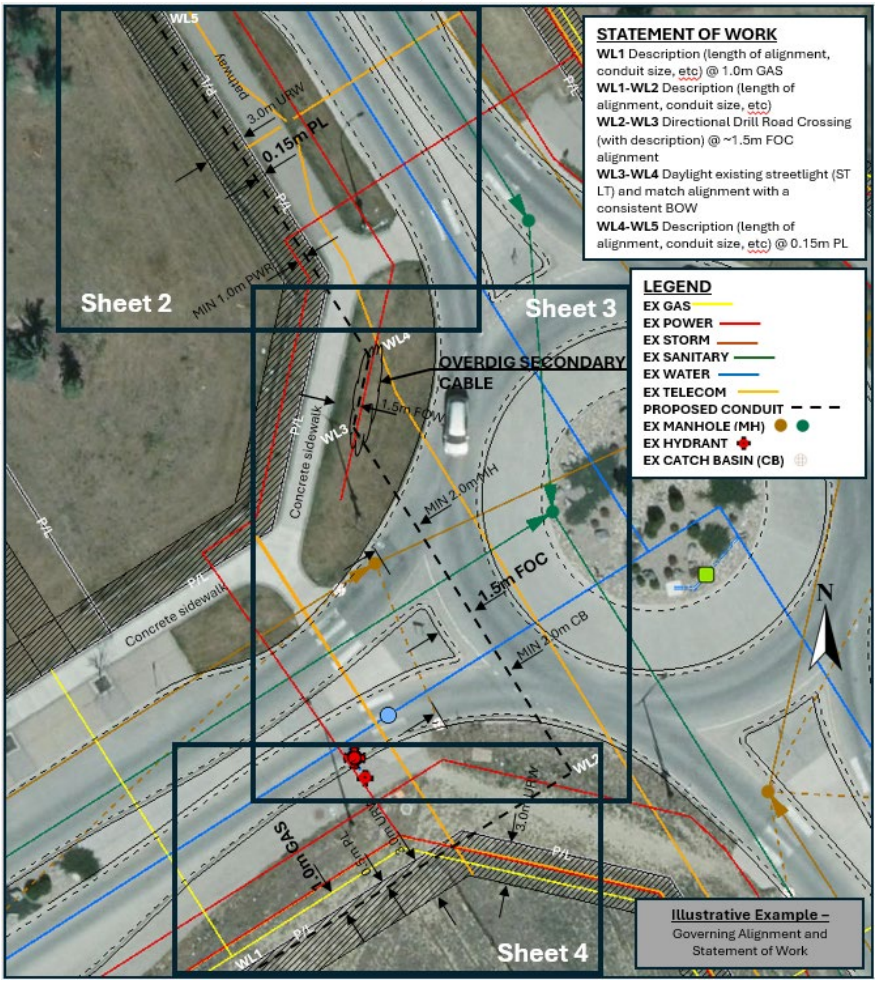
Non-permanent features (e.g., fences, landscaping) are not acceptable.

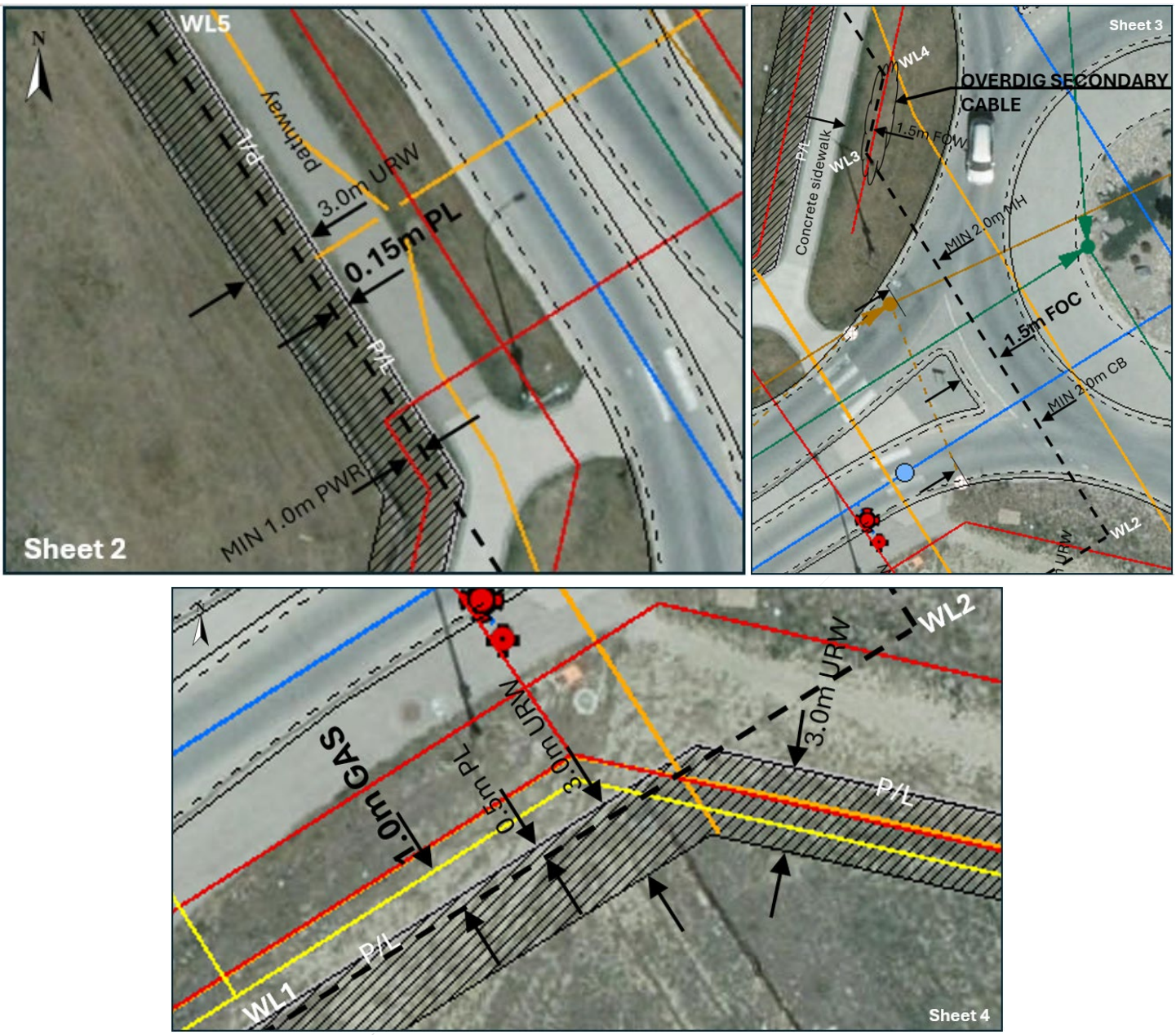
Existing utility locations shown on drawings are approximate. Final installation shall be based on confirmed field conditions while maintaining:

- The approved governing alignment (Section 2.1)
- Minimum separation requirements
- A consistent parallel relationship to the fixed surface reference

Any deviation from a consistent parallel relationship within a segment shall be treated as an alignment change and must be clearly identified on the drawing.

The illustrative example demonstrates governing alignment, fixed surface reference control, and minimum separation callouts as expected on a compliant drawing submission.





3. Underground Conduit Placement Standards

3.1 Joint-Party Installations

Where feasible, joint trenching or coordinated installations between utilities should be considered. The City may request coordinated installation where corridor efficiency or long-term space management warrants it.

3.2 Over-Dig of Existing Alignments

For short installations, or where multiple historical alignments exist within the ROW corridor, ROW may require the proposed utility to over-dig an existing alignment to consolidate infrastructure and preserve long-term corridor efficiency.

Where over-dig is required:

- The horizontal alignment of the existing utility shall become the governing alignment for that segment.

- The proposed design shall reflect the horizontal and vertical alignment of the existing utility being followed.
- Minimum cover requirements shall be maintained.

Over-dig is not a default design approach and will only be applied where required by ROW.

Over-dig segments shall be clearly identified and clouded on the drawing with a corresponding call-out note (e.g., "OVERDIG EXISTING UTILITY").

3.3 Placement Adjacent to Existing Utilities (Like-With-Like)

Where alignment is governed by an existing utility, the proposed utility shall be placed adjacent to that utility in accordance with the alignment hierarchy established in Section 2.2.

Only the selected governing utility shall control the alignment for that segment. All other dimensions shown on the drawing shall be identified as minimum separation requirements only.

Minimum separation requirements shall be maintained in accordance with Section 7 – Separation Conditions.

3.4 Default Placement Where No Utilities Are in Proximity

Where no existing shallow utilities are in proximity, the proposed underground conduit shall establish a governing alignment in accordance with Section 2.1.

Placement shall be based on a logical and consistent linear surface reference (e.g., PL or BOW), and the alignment shall remain consistent for the entire segment.

A fixed surface reference shall be provided in accordance with Section 2.3.

Where no strict minimum separation requirements apply, a default offset of 0.15 m from the selected governing reference is acceptable.

Where the proposed installation is an extension of, or tie-in to, existing infrastructure, the design shall reflect and maintain the established alignment of that infrastructure.

3.5 Alignment Continuity

Where the governing alignment changes, the transition point shall be clearly shown and justified.

---

4. Vertical Structure Placement Standards

Vertical structures include above-grade and at-grade installations such as pedestals, pull boxes, vaults, cabinets, bollards, and similar utility appearances.

Placement of vertical structures does not alter the governing underground alignment established in Section 2.

4.1 Placement Within the Corridor

Vertical structures shall be placed within the Road Right-of-Way portion of the ROW Corridor where feasible and shall not be placed within a Utility Right-of-Way (URW) unless otherwise approved by ROW.

4.2 Alignment Relative to Existing Structures

Where existing vertical structures of similar size are present along the same block, new structures shall align with the established PL offset of those structures of similar or greater scale to maintain corridor consistency.

Structures shall not align to smaller or legacy structures where doing so would create inconsistent placement within the boulevard.

Where no existing vertical structures of similar size are in proximity, new structures shall align, in order of priority:

- 0.15 m from the BOW where a constructed pedestrian sidewalk is present.
- Where BOW is not available, 0.15 m from the PL within the Road Right-of-Way

Random placement within the boulevard without alignment to a linear surface reference will not be permitted.

4.3 Separation Requirements

Minimum allowable separation requirements, as identified in Section 7 – Separation Conditions, shall be maintained.

4.4 Orientation

Vertical structures shall be oriented with the longer dimension parallel to the PL, BOW, FOW, or BOC, unless otherwise approved.

---

5. Crossing and Directional Changes

5.1 Perpendicular Crossings

Road, alley, and boulevard crossings shall be designed and constructed perpendicular (90°) to the governing surface reference (PL, BOW, FOW, or BOC).

Crossings shall not be installed on a skew or diagonal alignment unless specifically approved by ROW.

For roadway crossings, horizontal location within the block is generally flexible.

Crossings shall maintain required clearances from surface and subsurface infrastructure, including manholes, catch basins, valves, and other appurtenances. Minimum separation requirements shall be identified on the drawing (e.g., “MIN 2.0 m MH,” “MIN 2.0 m CB,” “MIN 2.0 m Valve”).

Where a crossing connects to an established boulevard corridor alignment, geometric continuity should be maintained unless site constraints dictate otherwise.

5.2 Directional Changes Within Boulevard Corridor

Directional changes within the boulevard corridor may be required to accommodate existing infrastructure constraints.

Utility alignments shall maintain a clear and consistent corridor position within a block segment where possible. Unnecessary jogs, offsets, or angled shifts are not permitted without demonstrated justification.

Repeated or successive alignment shifts within a short segment (e.g., multiple jogs or offsets) may require additional review.

Where alignment adjustments occur due to corridor congestion or existing infrastructure constraints, the affected area shall be clearly clouded on the drawing to identify it as a constrained location requiring additional review.

Clouded areas identify locations requiring additional review and confirmation prior to installation.

Where a directional change occurs:

- The change shall occur at a clearly defined location;
- A new governing alignment shall be established for the subsequent segment in accordance with Section 2.1; and
- Minimum separation requirements shall be maintained.

6. Drawing Requirements

Drawings submitted for review must be clear, concise, legible, and include the following:

- Title block including designer, project name and address, job number, revision number and date, utility owner, contractor's Project Manager (with contact information), and utility owner's Project Manager (with contact information).
- North arrow on the main plan and on any non-typical details, photographs, or exhibits.
- Street names and parcel addresses.
- Statement of Work clearly summarizing the proposed scope, including alignment segments and key installation details.
- Legend sufficient to interpret all symbols used. Line types and weights shall distinguish between existing and proposed utilities and remain identifiable in black-and-white printing. Colours representing existing utilities shall match the International Colour Code. Proposed utilities shall be shown in either black or the applicable utility colour and must use a dashed line type (or equivalent distinguishable style) to clearly differentiate from existing infrastructure.
- All legal PLs and URWs within the limits of the drawing shown and dimensioned.
- Governing alignment clearly defined for each continuous segment (Section 2.1).
- Fixed surface reference dimension (PL, BOW, FOW, or BOC) shown and consistent for each segment (Section 2.3).
- Overdig alignments clouded and clearly identified with a call-out note.
- All existing utilities (deep and shallow) and vertical structures in proximity shown for reference.
- Minimum separation call-outs clearly identified where applicable (e.g., "MIN 2.0 m MH," "MIN 2.0 m CB," "MIN 2.0 m Valve").
- Typical trench detail and/or directional drill profile showing conduit depth.
- Typical detail of new vertical structures, including finished grade.
- Abandoned and/or removed infrastructure, where relevant.
- Riser detail where attaching to an overhead power pole.
- Additional details where warranted, including x/y alignment detail for vertical structures.
- Where the proposal is within park space, a note identifying the requirement for a Parks Access Permit.

NOTE: PARKS ACCESS PERMIT WILL BE REQUIRED PRIOR TO CONSTURCTION WITHIN PARK ZONE

7. Separation Conditions

Unless otherwise approved by the applicable utility owner, all required clearances from existing infrastructure shall be maintained in accordance with the respective utility owner's standards. Separation distances are measured edge-to-edge to ensure full unobstructed clearance between the existing utility and the proposed utility.

Where conflicts arise, the standards of the affected utility owner shall govern.

7.1 General

The following general separation requirements apply:

- A minimum 0.3 m vertical separation is required when crossing existing utilities.
- High-pressure (HP) pipelines are subject to the pipeline owner's requirements.

7.2 City of Lethbridge – Storm, Sanitary, Water

The following separation requirements apply when working adjacent to City of Lethbridge Storm, Sanitary, or Water infrastructure:

- 2.0 m horizontal separation when paralleling any Storm, Sanitary, or Water infrastructure, including hydrants and valves.

Exceptions:

- 1.0 m separation from the backside of a hydrant or catch basin (refer to typical standard diagram).
- 1.0 m separation from a curb stand.
- Over-dig of an existing utility may be permitted where:
  - the proposed installation matches both the horizontal and vertical alignment of that utility; and
  - The segment is identified as a constrained (clouded) area on the approved drawing.
  - This exception does not apply to street lighting infrastructure.

7.3 ATCO Gas (Non-High Pressure)

The following separation requirements apply when working adjacent to ATCO Gas infrastructure:

- 1.0 m horizontal separation when paralleling ATCO Gas infrastructure.
- 0.5 m horizontal separation for vaults, pedestals, cabinets, or similar above-ground structures.

7.4 Lethbridge Electric Utility (LEU)

The following separation requirements apply when working adjacent to LEU infrastructure:

7.4.1 Primary Cable

- 1.0 m horizontal separation when drilling parallel to primary cable.
- 0.5 m horizontal separation where primary cable is fully exposed.

7.4.2 Secondary Cable

- 0.5 m horizontal separation when drilling parallel to secondary cable.
- 0.0 m horizontal separation where installation is via hydrovac

7.4.3 Transformers and Switching Cubicles

- 1.0 m horizontal separation from underground infrastructure.
- 3.0 m clearance from the opening/access side for above-ground infrastructure.
  - 0.75 m clearance from non-access sides (single phase).

- 1.25 m clearance from non-access sides (three phase).

7.4.4 Pedestals

- 0.6 m clearance when placing above-ground infrastructure adjacent to the access side of a pedestal.

7.4.5 Junction Enclosures / Loop Boxes

- 0.15 m horizontal separation where conduit is hydrovac exposed.
- 0.3 m horizontal separation where conduit is drilled.

7.4.6 Overhead Power Poles and Street Light Poles

- 0.6 m horizontal separation from underground infrastructure (measured from the pole or base).
- Crossings between poles and guy wires may be permitted and will be evaluated on a case-by-case basis.

7.5 Telecommunications (Telus, Rogers, Bell, City Fibre, etc.)

The following separation requirements apply when working adjacent to telecommunications infrastructure:

- 0.6 m horizontal clearance between above-grade or at-grade telecommunications infrastructure (e.g., pedestal to pedestal, vault to vault).

7.6 City of Lethbridge – Transportation

The following separation requirements apply when working within Transportation-controlled areas:

- 0.15 m unobstructed horizontal clearance from any public sidewalk or pathway to vertically installed infrastructure (e.g., groundwater monitoring wells, pedestals, Little Lethbridge Library structures, etc.).
- Shallow utility installations across paved roads shall be completed by directional drilling unless otherwise approved by Transportation.

7.7 City of Lethbridge – Parks

The following separation requirements apply when working within Parks-controlled areas:

- Unless approved by Parks, no open excavations, bore holes, or at-grade/above-grade infrastructure shall be located within the tree drip line or within 3.0 m of the tree base, whichever is less.
- A Parks Access Permit may be required prior to construction, including irrigation location services where City irrigation infrastructure is present.

---

8. Approval Process

All proposed utility installations within the ROW Corridor require review and approval by the City prior to construction.

Approval confirms compliance with these Guidelines and applicable municipal right-of-way requirements.

Approval does not relieve the applicant of responsibility to obtain all other required permits or to meet the requirements of affected utility owners or regulatory authorities.

8.1 Initial Submission Review

Upon receipt of a complete drawing package, ROW will conduct an initial administrative review within fifteen (15) business days, pending capacity, prior to circulation.

The initial review confirms:

a. The submission is complete in accordance with the Drawing Requirements.
    i. Where required information is missing, the drawing(s) will be returned to the Applicant for revision.
b. No obvious conflicts are identified.
    i. Where a conflict is identified, the drawing(s) will be returned to the Applicant for revision.

8.2 Circulation

Following administrative review, drawings are circulated electronically to applicable ROW Corridor utility stakeholders, including but not limited to the City of Lethbridge Water & Wastewater Department (Water, Storm, Sanitary), City Parks, City Transportation, LEU, ATCO Gas, Bell Canada, Rogers Communications, Telus Communications, City Fibre, and other affected utility owners as determined by ROW.

The standard circulation period is fourteen (14) calendar days unless otherwise noted.

a. Stakeholder comments relevant to the submission are forwarded to the Applicant.
b. Where a stakeholder identifies a conflict:
    i. If a proposed resolution is provided, it will be forwarded to the Applicant for consideration. Revised drawings shall be submitted where applicable.
    ii. If no resolution is proposed, ROW will facilitate coordination to determine an acceptable resolution.
    iii. A ULA Permit will not be issued until all identified conflicts have been satisfactorily resolved.

8.3 Issued for Construction (IFC) Submission

Once circulation is complete and all identified conflicts are resolved, ROW will request an Issued for Construction (IFC) drawing from the Applicant within ten (10) business days, pending capacity.

The IFC drawing shall be consistent with the circulated and resolved drawing set.

8.4 Permit Issuance

A ULA Permit will be issued within seven (7) business days of receipt of the IFC drawings, pending capacity.

8.5 Submission and Permit Validity

Following completion of a ULA review by ROW, the submission will remain active for a maximum of six (6) months from the date of the most recent City review. Where revised drawings or a resubmission are not received within this period, the file (SR) will be closed and will not be reactivated.

Upon issuance, the ULA Permit is valid for one (1) year from the circulation end date of the approved drawing package. Where construction does not commence within this period, a new ULA application may be required.

9. External Agency Approvals

Where applicable, the Applicant is responsible for obtaining required proximity, crossing, or related agreements prior to construction, including but not limited to:

- ATCO Pipelines – Proximity or crossing agreements may be required. Requests shall be submitted to crossings@atco.com (any questions can be directed to land.admin@atco.com).
- Fortis Alberta – Proximity or crossing agreements may be required. Requests shall be submitted to approvals@fortisalberta.com.
- Canadian Pacific Railway (CPR) – Any work within 15.0 m of CPR-owned rail infrastructure requires approval from CP prior to construction and may require a crossing and/or proximity agreement. Requests shall be submitted to utilities_requestscanada@cpr.ca.
- City-owned rail infrastructure – Any work within 5.0 m requires approval from the Signals Department (contact 311).
- Alberta Transportation and Economic Corridors (ATEC) – Any work within 50.0 m of AT's ROW Corridor requires notification to, or approval from, AT prior to construction.

10. Monitoring Wells

- Installation of underground groundwater monitoring wells, standpipes, or similar environmental installations within the ROW Corridor requires submission of the final monitoring report to the City upon completion.
- Prior to decommissioning any underground groundwater monitoring well or standpipe within the ROW Corridor, contact 311 to speak with the Environmental Manager.

11. Relocation and Ownership Conditions

Unless otherwise agreed within a Municipal Access Agreement (MAA) or Franchise Agreement (FA):

- Infrastructure installed under this Permit shall be removed or relocated at the sole cost of the owner upon written notice from the City.
- As-built drawings and digital utility data shall be submitted within four (4) months of work completion.
- Locations of abandoned underground utilities shall be submitted within four (4) months of decommissioning where infrastructure is not removed.
- Utility locations within the ROW Corridor are public information.
- Utility owners shall maintain membership in good standing with Utility Safe Partners.

12. Work Outside the ROW Corridor

- Infrastructure proposed outside of the ROW Corridor requires property owner authorization prior to installation.
- For City-owned parcels, contact 311 to speak with the Corporate Land Administrator. A URW or easement may be required.
- For Parks-owned parcels, contact 311 to speak with the Parks Infrastructure Coordinator.
- For privately owned parcels, written authorization from the property owner is required where a registered URW is not present.

13. Interpretation & Authority

ROW reserves the right to interpret and apply these Guidelines as required to protect public safety, municipal infrastructure, and the long-term function of the ROW Corridor.

Where field conditions, corridor constraints, or conflicts arise that are not explicitly addressed within these Guidelines, direction provided by ROW shall govern.

14. Typical Details / Figures

The following figures are provided for reference to illustrate minimum requirements and drawing expectations under these Guidelines.

Figures are illustrative and do not supersede written alignment standards, separation requirements, or other provisions contained within this document.

1. Example detail illustrating required minimum separation from a transformer and/or switching cubicle (see Figure 1).
2. Example detail illustrating a deviation around the backside of a hydrant while maintaining minimum separation requirements (see Figure 2).
3. Example trench or directional drill profile detail illustrating conduit depth relative to finished surface (see Figure 3).
4. International colour code for utility markings (see Figure 4).
5. Example riser detail illustrating connection to an overhead power pole (see Figure 5).

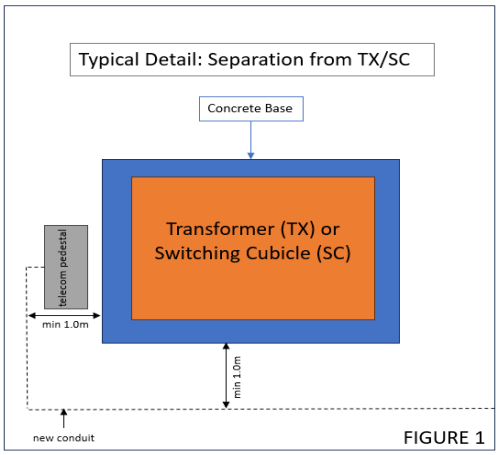


FIGURE 1

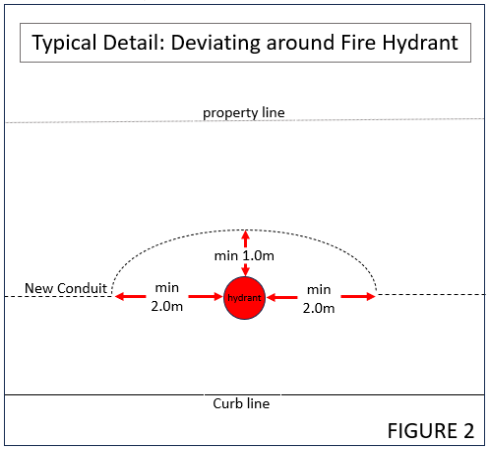


FIGURE 2

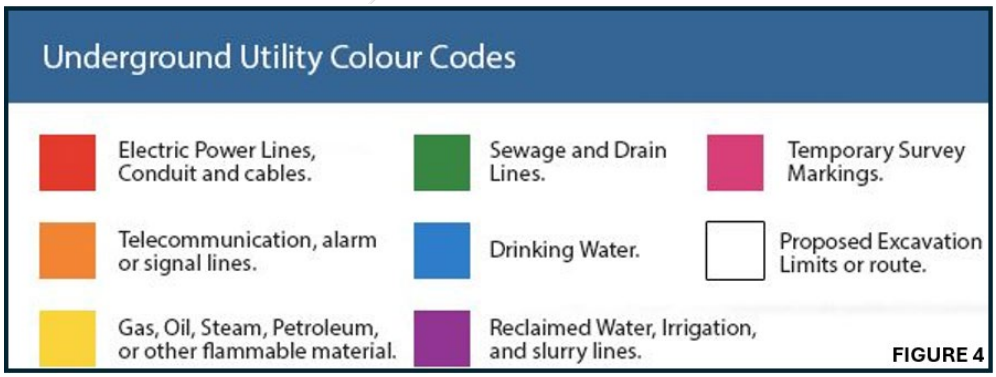


FIGURE 4

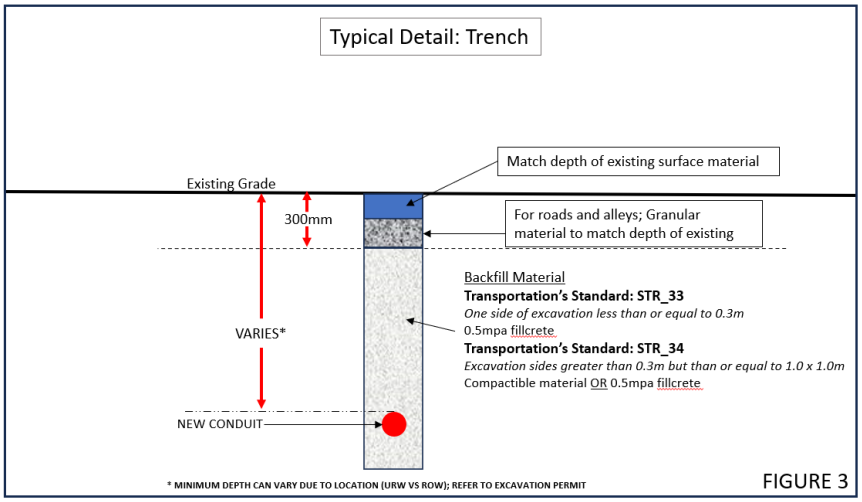


FIGURE 3

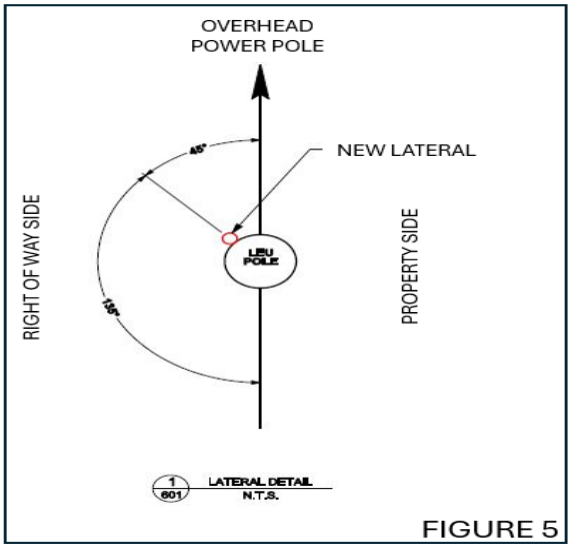


FIGURE 5

15. ULA Fees

15.1 Application Fee

A non-refundable application fee of $150 applies to all ULA submissions.

The application fee covers the preliminary intake review to confirm the submission meets the basic requirements outlined in these Guidelines.

If a submission is incomplete or does not meet minimum submission standards, it will be returned to the Applicant for revision. The application fee is not refunded.

If a submission proceeds to full technical review, the application fee is credited toward the applicable review fee.

15.2 Review Fees

Review fees reflect the technical review of submitted drawings. Circulation, conflict resolution, and administrative processing form part of that review process where applicable.

Once a submission proceeds to full technical review, the applicable review fee applies regardless of whether a permit is ultimately issued.

Review fees are based on the length of each continuous alignment segment, where "x" represents the length of the new continuous utility line in a continuous direction:

- $x \leq 30m = \$300$
- $30m < x \leq 300m = \$600$
- $300m < x \leq 1000m = \$1000$

Alignment segments are defined by changes in governing alignment and/or changes in consistent offset relative to the selected fixed surface reference.
$x > 1000m$ = Fee to be determined

Vertical Structures (e.g. pedestals, service boxes, vaults, etc) = $150 per structure

15.3 Revisions

Revisions are subject to the following fees:

- Revisions that do not require re-circulation = $100 per revision

- Revisions that require re-circulation = Fees follow the Review Fee schedule in Section 11.2

15.4 Additional Fees

The following additional fees may apply:

RUSH Applications

Where expedited review and processing is requested by the utility owner and accommodated by ROW, the review fee will be charged at two (2) times the standard review fee.

Newly Developed Areas

Designs submitted for the installation of infrastructure within newly developed areas, within three (3) years of Final Acceptance Certificate (FAC), are subject to a review fee equal to three (3) times the standard review fee.

---

16. Invoicing

All fees associated with a ULA submission are billed directly to the utility owner and are subject to applicable GST.

Where requested, fees may be prepaid by the Applicant by contacting the City to arrange payment.

Users of these Guidelines are responsible for ensuring they are referencing the most current version.

Questions or Inquiries

For additional information regarding the ULA Permit process, contact:
311 (403.320.3111)
Request Capital Planning & Engineering Services – ROW
Email: rowapplications@lethbridge.ca