

## Excavation on GTH Property Permit

All of the following information is necessary to facilitate a thorough and timely evaluation and decision on your application. All materials submitted must be clear, legible and precise. An application will be considered received in full when all information has been received. If there are any changes to the information following the submission of your application please provide our office with a copy of the change.

An approved Excavation Permit will be valid for six months from the issue date.

<b>A. Applicant/owner information</b>			
1.	<b>Applicant is the:</b>	Owner Authorized Agent of the Owner (Provide documentation/letter to confirm status of the authorized agent )	
2.	<b>Applicant information:</b>		
	Business Name:	Sole Proprietor Incorporated (Provide a copy of Certificate of Incorporation) Partnership	
	Last Name:	First Name:	
	Contact Name: (If different than above)	Email:	
	Mailing Address:	Telephone:	Cell Phone:
			Fax:
	City:	Province/State:	Postal Code/Zip Code :
<b>B. Cut made for/by:</b>			
1.	SaskEnergy    SaskPower    Sasktel    Other _____		
<b>C. Cut address/location:</b>			
1.	<b>Address of Cut 1:</b>		
	Right-of-way: _____ Road: _____		
	Easement: _____		
	Size: _____		

Landscaped L \_\_\_\_\_ x W \_\_\_\_\_      Unfinished L \_\_\_\_\_ x W \_\_\_\_\_

Concrete L \_\_\_\_\_ x W \_\_\_\_\_

Asphalt L \_\_\_\_\_ x W \_\_\_\_\_

**Address of Cut 2:**

Right-of-way: \_\_\_\_\_ Road: \_\_\_\_\_

Easement: \_\_\_\_\_

Size: \_\_\_\_\_

Landscaped L \_\_\_\_\_ x W \_\_\_\_\_      Unfinished L \_\_\_\_\_ x W \_\_\_\_\_

Concrete L \_\_\_\_\_ x W \_\_\_\_\_

Asphalt L \_\_\_\_\_ x W \_\_\_\_\_

Note: If more than 2 Cuts are required please include additional Excavation on GTH Property Permits with the Cut Address/Location section filled out as needed.

**D. Cut repaired by:**

1. Contractor name: \_\_\_\_\_

Address: \_\_\_\_\_

Contractors contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Expected start date: \_\_\_\_\_ Expected completion date: \_\_\_\_\_

Note: If the actual dates have changed contact the GTH to have advise.

2. Comments:

**E. Signature**

I, \_\_\_\_\_ certify that:

I am the President/Director of \_\_\_\_\_ and the information contained in this application, attached schedules, attached plans and specifications and other attached documentation is true to the best of my knowledge and I make this solemn declaration conscientiously believing it to be true and knowing it is of the same force and effect as if made under oath.

\_\_\_\_\_  
Name Signature Date

The Global Transportation Hub respects your right to privacy and does not collect, use or disclose any personal information without your consent.

**For office use only**

Date Application Received in full:

Date Application Approved:

\_\_\_\_\_  
Development Officer Signature

## **GTHA Utility Installation Requirements – 2017**

1. Submit a detailed set of legible plans clearly showing the proposed installation with offsets from a property line and depth of cover. Details of the installation are to be clearly laid out in a covering letter indicating the size of the proposed duct or cable, the size of any structures and any other pertinent information relative to the proposal.
2. Note any potential conflict with existing infrastructure on the plans.
3. Obtain all required permits and easements prior to construction.
4. Expose any utility where there is a conflict. Elevations/depths of conflicting utilities must be determined in the field by the contractor prior to excavation/drilling.
5. Horizontal directional drill all public rights of way as directed, at a minimum depth of 1.5 metres and a maximum depth of 2.0 metres. The smallest diameter bore must be used to minimize damage to road structures. Open cut installations will not be permitted.
6. Maintain a minimum 1.5 metres horizontal separation between all buried cables and all sewer mains, water mains, hydrants and all appurtenances (half the diameter of the pipe +1.5 metres); unless requested to maintain a different separation.
7. Maintain a minimum 600 millimetre vertical separation with all buried cables from all sewer mains, water mains, hydrant leads and all appurtenances (measured from outside edge of pipe); unless requested to maintain a different separation.
8. Contact 306-787-4842 to obtain a street use approval; all work in a public right of way and/or approval to close any portion of a public right of way.
9. Conform to the [Government of Saskatchewan Ministry of Highways and Infrastructure Traffic Control Device Manual for Work Zones](#). Determine the level of traffic accommodation required and identify the area required to perform work safely.
10. Any structure or protective post is to be a minimum of 600 millimetre back of the edge of pavement.
11. Ensure structures are placed in an unobtrusive location.
12. Restore all developed landscape elements to the condition they were in before the installation.
13. Maintain a minimum 2 metre setback between utility and trees. Maintain a 5 metre offset from trees for major utilities.
14. Bore minimum 1.5 metre depth under all trees where standard offset is not possible.
15. Remove snow from work areas on public rights of way and dispose in snow dumps.
16. Saw cut all pavement and concrete structures to full depth prior to excavations.
17. Reinstall excavations according to the [GTH Development Standards Manual](#) or applicable [City of Regina Construction Specifications](#).
18. Ensure site is cleaned to the satisfaction of the GTH.
19. Contact 306-787-4842 a minimum of 2 business days prior to construction to arrange for GTH inspection as required.
20. Complete and email GTH Excavation Permit form to [inquiry@thegth.com](mailto:inquiry@thegth.com).
21. Contact the GTH Development Officer at 306-787-4842 for any design change approval.
22. Upon completion of the work:
  - Contact 306-787-4842 to inspect the project.
  - Send the as-built information to [inquiry@thegth.com](mailto:inquiry@thegth.com).