



DRAWING STANDARDS FOR ULA PERMIT SUBMISSIONS

Drawing Requirements

1. ULA drawing submissions must be in a proper engineering drawing format with a title block at a size relevant to the overall project area. Multiple pages may be required for legibility
2. All ULA drawings (.pdf format required) must accompany a completed ULA application submitted to permits@beaumont.ab.ca
3. **The Title Block must contain:**
 - Utility Name and/or Logo
 - Project, Job File Number, and Plan Number
 - Consultant Name, if applicable
 - Municipal address and/or legal description of the project
 - Designed by – Name and Phone Number
 - Scale
 - Issue Date, and if applicable, Revision Date and Number
4. **Existing Information to be included on drawing:**
 - Legal Base Plan to include lot descriptions, property lines, existing curbs, accesses, walkways, boulevards and Street/Avenue - all of these items should be clearly labelled or denoted on the drawing
 - City Boundaries or Right of Way/easement boundaries must be clearly indicated on the plan, if in view
 - North Arrow
 - Existing Utility Information
 - Drawings submitted in monochrome (black & white) to have all utilities labelled
 - Drawings submitted in colour to have different colors for each utility (shallow or deep) displayed
5. **Proposed Construction Information to be included on drawing:**
 - **Proposed project clearly identified**
 - For Monochrome drawings, the proposed work can be in any single colour
 - For drawings submitted in colour, preference is the proposed work to be in **heavy black**
Solid Line => **Directional Bore** _____
Dashed Line => **Trenching** -----
 - Construction notes to indicate type of installation and location (eg. Install 1 – 100 mm Conduit, 2.3m n/s p/l)
 - Distances to surrounding utilities
 - Offsets to property lines or curbs
 - All units in metric
 - Construction notes to indicate 'PUSH' for road and/or driveway crossings; if applicable



- Notes on plans should provide explanation of proposed work – larger scaled detail plan may be used to clarify complex areas
- All symbols relevant to your design should include a written description (i.e. *type and size of pedestal /cabinets; vaults & handholes*) or detail plan views and dimensions in metric
- **A key plan** must be included for projects in difficult to locate areas or those covering a large area (especially in ‘named’ subdivisions)
- Aerial cable not required to be shown, and is preferred removed to avoid clutter, unless aerial work is included in the ULA
- Construction notes to indicate clearance to other utilities is being maintained when proposed alignment is in vicinity of other utilities
- Specify any planned reduced clearances from standard and the corresponding agency contact
- Should a revision to the submitted design be required, area of revision to be clearly identified with a **revision cloud, revision date and number**
- Typical details to be included for any relevant items such as backfill specifications or utility box infrastructure
- Optional: Design notes to include application of a sticker on the utility pedestal or box that includes contact information for the utility company.

6. **Construction Notes must contain:**

- All relevant utility locate contact information:
 - ie. **Utility Safety Partners** -
Online: <https://utilitysafety.ca/wheres-the-line/submit-a-locate-request/>
Phone: [1-800-242-3447](tel:1-800-242-3447)
FortisAlberta
Online: <https://utilitysafety.ca/wheres-the-line/submit-a-locate-request/>
Phone: [310.9473](tel:310.9473)
- Contact info for all relevant parties, typically contractor, as well as Utility owner
- Any other information that is relevant to the construction
- Include additional comments with regards to Pipeline Agreements and/or pipeline identification
- State that all utility infrastructure is to be installed in accordance with the **City of Beaumont General Design Standards**
Link: <https://www.beaumont.ab.ca/resource/design-standards-page/>

7. **Legend must identify:**

- Displayed line types and utilities represented
- Symbols relevant to design