

**An application must be completed for all infill requests, service alterations, or load additions.**

## **GAS APPLICATION**

Requesting a new gas service, or an alteration to your current service, is easy, but the engineering and design process is complex. We will work together with you to safely deliver natural gas to your property. Your application will help us determine your service size, the meter configuration, and an appropriate cost estimate for your new gas service or service alteration.

If you are a developer working on a new subdivision, please contact our office directly.

### **Apply Early**

We begin engineering once we receive a fully complete, signed application form.

We strongly recommend applying as early as possible to avoid a seasonal rush. Completing your gas servicing before freeze-up is ideal and additional costs apply to construction work done once frost conditions exist.

### **Fees**

Your application will help us determine your service size, the meter configuration, and an appropriate cost estimate for your new gas service or service alteration.

Fees must be paid at the time of application. All fees are based on **NORMAL** construction conditions.

#### ***Standard Rural***

Standard rural gas installation fees for the 2025 construction year is **\$8250.00 plus GST** + \$1.00 Co-op Membership Fee (if eligible).

- The standard contract fee provides a maximum load of 1 GJ/Hr (1 000 000 BTU/hr)
- The installation charge covers costs and services up to and including the meter set. Please note, should the cost of the installation exceed \$30,000.00, you will be responsible for any additional cost over \$30,000.00.

#### ***Secondary Short Service***

The fee for a secondary short service contract is **\$3250.00 + GST**.

- The property that a Secondary-Short Service contract provides gas to, must have a primary service previously established.
- The short-service contract / utility must remain on the same legal land description as the primary service.
- The primary service must include providing service to a residential dwelling and the Secondary-Short Service contract is only valid if the primary service is maintained.
- Maximum load requirement must not exceed 0.35 GJ/hr connected service load and delivery pressure will not exceed 0.25 PSI Pressure.

#### ***Urban Infill (Rural Subdivision)***

The fee for an urban infill is **\$3500.00 + GST**.

### ***Commercial and Large Load***

Commercial installations are not eligible for subsidized construction and are responsible for construction costs. Please contact us for an estimate.

### ***Off-Season***

If you require off-season construction (October 1 to April 30), an additional non-refundable surcharge will be applied and will be required to be paid prior to construction (\$2500.00 + GST).

## **Application requirements**

### ***BTU Load Information***

*New Infill* - The standard contract fee provides a maximum load of 1 GJ/Hr (1 000 000 BTU/hr). Larger load requirements must be reviewed with construction team.

We require your gas utilization load information in order to properly size line infrastructure and utility meter. An accurate load survey must be provided in order for your application to be processed. If you have any questions regarding the Load Survey form included with the application package, please do not hesitate to contact our office.

### ***Site Information***

We require one copy of your surveyed and drafted site plan and mechanical drawings. The site plan must accurately show property lines, building locations, other service running lines and any of the applicant's facilities. These plans will be used to identify the location of the meter and regulator at the building, and to determine an alignment for the underground service.

### ***Land Owner Information***

Rockyview Gas Co-op Ltd. is governed by Alberta Regulation 151, 2000 which provides that in order for a person to be a member of Rockyview Gas Co-op Ltd. and receive natural gas service within the franchise area of Rockyview Gas Co-op Ltd., there must be a valid Customer Contract in place between that person and Rockyview Gas Co-op Ltd. **A customer contract must be signed before a meter will be installed.**

The Customer Contract is between the legal land owners (ALL legal landowners must sign the document) and Rockyview Gas Co-op. Please include a copy of your land title certificate. If it is unavailable, our office will complete a title search.

## **Measurement**

### ***Meter installation***

We install, exchange, and maintain gas meters and equipment. We conduct testing mandated by the Government of Canada through Measurement Canada to ensure meters are properly calibrated to measure fairly.

### ***Location of the meter***

The applicant or contractor will suggest the location of the gas meter set and service line.

- Alberta Safety Codes Regulations state that a regulator with an internal relief vent must not be installed within one (1) meter of an opening window, door, dryer vent or fresh air opening.
- To accommodate the meter, the building piping shall be 18-36 inches to the right of the gas riser and terminate outside the building.
- A certified Journeyman is responsible for connecting the meter to the house piping.
- Flexible gas line cannot be used to connect to the meter.

### ***Gas meter safety***

Your gas meter must be visible and accessible at all times. Your cooperation in allowing unobstructed access to the meter, in order for us to inspect and maintain infrastructure, is essential for our field technicians' safety, as well as that of you and your neighbours.

- Do not enclose or alter your meter set in anyway.
- The meter set must not be blocked or covered, whether with stored items, snow, decks, shrubbery, or small buildings.
- Do not chain bikes or dogs to your meter set – this can cause damage to the equipment.
- Keep snow and ice clear of the meter set.
- You are responsible for proper meter protection.

You are responsible for the costs of relocating your gas service or meter in the event of a safety conflict you have caused.

# APPLICATION FOR NATURAL GAS SERVICE or SERVICE ALTERATION

SERVICE INFORMATION	
<b>Municipal:</b>	
<b>Legal Land:</b>	Qtr:                      Section:                      Twp:                      Rge:                      Mer: Lot:                      Block:                      Plan:
<b>Date Ready for Service:</b>	Basement must be backfilled and site free of material.
<b>Type of Service:</b> <input type="radio"/> Residential <input type="radio"/> Farm Building / Out Building <input type="radio"/> Urban <input type="radio"/> Irrigation / Grain Dryer <input type="radio"/> Commercial <input type="radio"/> Other _____	<b>Service Required:</b> <input type="radio"/> New <input type="radio"/> Secondary Short Service <input type="radio"/> Replacement <input type="radio"/> Load/Pressure Change <input type="radio"/> Irrigation / Grain Dryer <input type="radio"/> Alteration <input type="radio"/> Other _____
<b>Comments:</b>	

APPLICANT INFORMATION			
<b>Names on Title:</b>		<b>Account #:</b> (If existing customer)	
<b>Company:</b>		<b>Phone #:</b>	
<b>Contact Name:</b>		<b>Cell #:</b>	
<b>Email:</b>			
<b>Mailing Address:</b>			
<b>City:</b>		<b>Postal Code:</b>	

I/We consent to the construction and agree that the construction is to our benefit and hereby release and forever discharge from all manners and actions and waive all rights of claims in the future, as pertaining to this infill construction project. By signing this application, the applicant is allowing RVGC to go onto the applicant's property to do preliminary engineering and construction, and when approved to proceed with the installation.

CONSENTED TO AND ACKNOWLEDGED BY:			
<b>SIGNATURE:</b>		<b>SIGNATURE:</b>	
<b>PRINT NAME:</b>		<b>PRINT NAME:</b>	
<b>DATE:</b>		<b>DATE:</b>	

Please return the completed application package to [approvals@rvgc.ca](mailto:approvals@rvgc.ca) or in person to the RVGC office.

OFFICE USE ONLY:		PROJ #:	
Service Line:	\$	GST: \$	Membership Fee: \$
		Total: \$	
<b>APPLICATION REC'D:</b>	Rec'd by:	Date:	
<b>GM APPROVAL:</b>	Signature:	Date:	
<b>COMMENTS:</b>			
Lat:	Long:	Elev.	
Utility:	Tap:	Account:	

## **GAS LOAD INFORMATION**

In order to determine the appropriate meter, regulator, and gas service line size, the total hourly load and delivery pressure for all natural gas equipment and appliances is required. If the load increases above the applied for load, a new application is required.

This information can be found by checking your appliances for manufacturer recommendations or by contacting your gas fitter. The default pressure is 4 oz. Delivery pressure greater than 4 oz is considered non-typical and is charged at a higher monthly fee.

<b>HOUSE (s)</b>						
<b>Appliance</b>	<b>House - #1</b>		<b>House - #2</b>		<b>House - #3</b>	
	<b>Qty</b>	<b>TOTAL BTU</b>	<b>Qty</b>	<b>TOTAL BTU</b>	<b>Qty</b>	<b>TOTAL BTU</b>
Furnace						
Boiler						
Hot Water Tank						
On Demand HW						
Fireplace						
Range						
Clothes Dryer						
BBQ						
Tube Heater						
Garage Heater (O/H)						
Other						
Total Load:						
<b>TOTAL HOUSE(s) BTU/hr:</b>						
<b>OUT BUILDINGS &amp; LARGE LOAD EQUIPMENT</b> (Pump, grain dryer, generator)						
<b>Building / Appliance</b>	<b>Description</b>				<b>BTU/hr</b>	
<b>TOTAL OUT BUILDING / LARGE LOAD BTU/hr:</b>						
<b>TOTAL CURRENT LOAD:</b>						
<b>Future appliance upgrades, additions, secondary lines planned:</b>					<b>Date:</b>	
<b>Description</b>	<b>Expected Date</b>				<b>BTU/hr</b>	
<b>TOTAL FUTURE LOAD BTU/hr:</b>						
<b>Comments:</b>						
<b>RVGC Use Only</b>	<b>ATTENTION REQUIRED:</b>			<input type="radio"/> Yes <input type="radio"/> No		
<b>Current Meter Size</b>	<b>Current PFM Pressure</b>	<b>Meter Max Load</b>		<b># - Secondary Services</b>		
<b>New Meter Size</b>	<b>New PFM Pressure / Reg</b>	<b>Approval</b>		<b>Date</b>		

## **Site Precautions and Fees**

1. Do you agree to off-season construction fees if applicable (fees apply for construction between October 1 and April 30)?	<input type="radio"/> Yes	<input type="radio"/> No
2. The property owner is responsible for obtaining their own plumber for secondary work and reconnection. Permits are required to be in place prior to completion of the work by Rockyview Gas Co-op Ltd. (RVGC). Has proof of permit been obtained? Comments:	<input type="radio"/> Yes	<input type="radio"/> No
3. Are there any underground secondary facilities on site? <i>Secondary facilities include underground sprinklers, septic tanks, secondary gas and electric lines to accessory buildings, etc. They do not include primary facilities such as TELUS or Shaw.</i> List Facilities:	<input type="radio"/> Yes	<input type="radio"/> No
<i>RVGC obtains locates for all primary underground facilities, but does not locate secondary lines. There may be additional charges to the applicant if locates are required to identify secondary line.</i>  <i>RVGC will not be held responsible for repair costs to damaged secondary facilities if they have not been identified prior to the gas service installation or alteration.</i>		
4. I understand that the standard rural gas installation fees for the 2025 construction year is \$8250.00 plus GST + \$1.00 Co-op Membership Fee (if eligible). <b>This fee is based on NORMAL construction conditions.</b> The installation charge covers costs and services up to and including the meter set. Please note, should the cost of the installation exceed \$30,000.00, you will be responsible for any additional cost over \$30,000.00.	<input type="radio"/> Yes	<input type="radio"/> No
5. I understand that the natural gas service provides for a maximum of 1GJ / Hr for standard contracts.	<input type="radio"/> Yes	<input type="radio"/> No
6. I understand that Commercial installations are not eligible for subsidized construction and am responsible for all construction costs.	<input type="radio"/> Yes	<input type="radio"/> No
7. In order to have an account with Rockyview Gas Co-op, we require one of the following: <ul style="list-style-type: none"> <li>Letter of credit from a previous utility</li> <li>Security deposit of \$300.00 which will be returned after one year of payments in good standing (returned at the end of the calendar year as a credit to your account). This security deposit is charged on your first utility bill.</li> <li>Enrollment in Pre-Authorized Debit (forms available at <a href="https://rvgc.ca/accounts-billing/">https://rvgc.ca/accounts-billing/</a> )</li> </ul> I understand that I must provide this information prior to service connection being completed.	<input type="radio"/> Yes	<input type="radio"/> No
8. I understand that I must execute a valid Customer Contract and Utility Right of Way prior to construction start (if these items are not already in place).	<input type="radio"/> Yes	<input type="radio"/> No

\_\_\_\_\_  
Landowner - Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landowner - Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **Site Plan**

### **Required Details for Site Plan**

1. Residential Customers will:
  - Show lot lines and building corners relative to the property corners;
  - Provide measurements from the building corner relative to the proposed location of the gas service, regulator and meter;
  - Show location relative to land parcel;
  - Generally, the site plan you provide to the municipality for building permit would be acceptable.
2. If the proposed dwelling is a multi-suite complete and individual metering has been approved, numbering and addressing of the suites is required
3. Complete site and mechanical drawings are required for all commercial / industrial applications.

The applicant will suggest the location of the gas meter and service line but the location must be approved by RVGC prior to installation of service commences.

- New installations installed on the side of buildings must not terminate more than 1.5 m past the corner of the building.
- CSA B149.1 – Natural Gas and Propane installation Code states that a regulator with an internal relief vent must not be installed within 1.0 m of an opening window, door, dryer vent, appliance air intake, or source of ignition (including the property's electric meter).
- CSA B149.1 – Natural Gas and Propane installation Code states that a regulator with an ANSI Z21.80/CSA 6.22 Certified Overpressure Protection Device must not be installed within 0.3m of an opening window, door, dryer vent, appliance air intake, or source of ignition (including the property's electric meter).

## **NEXT STEPS**

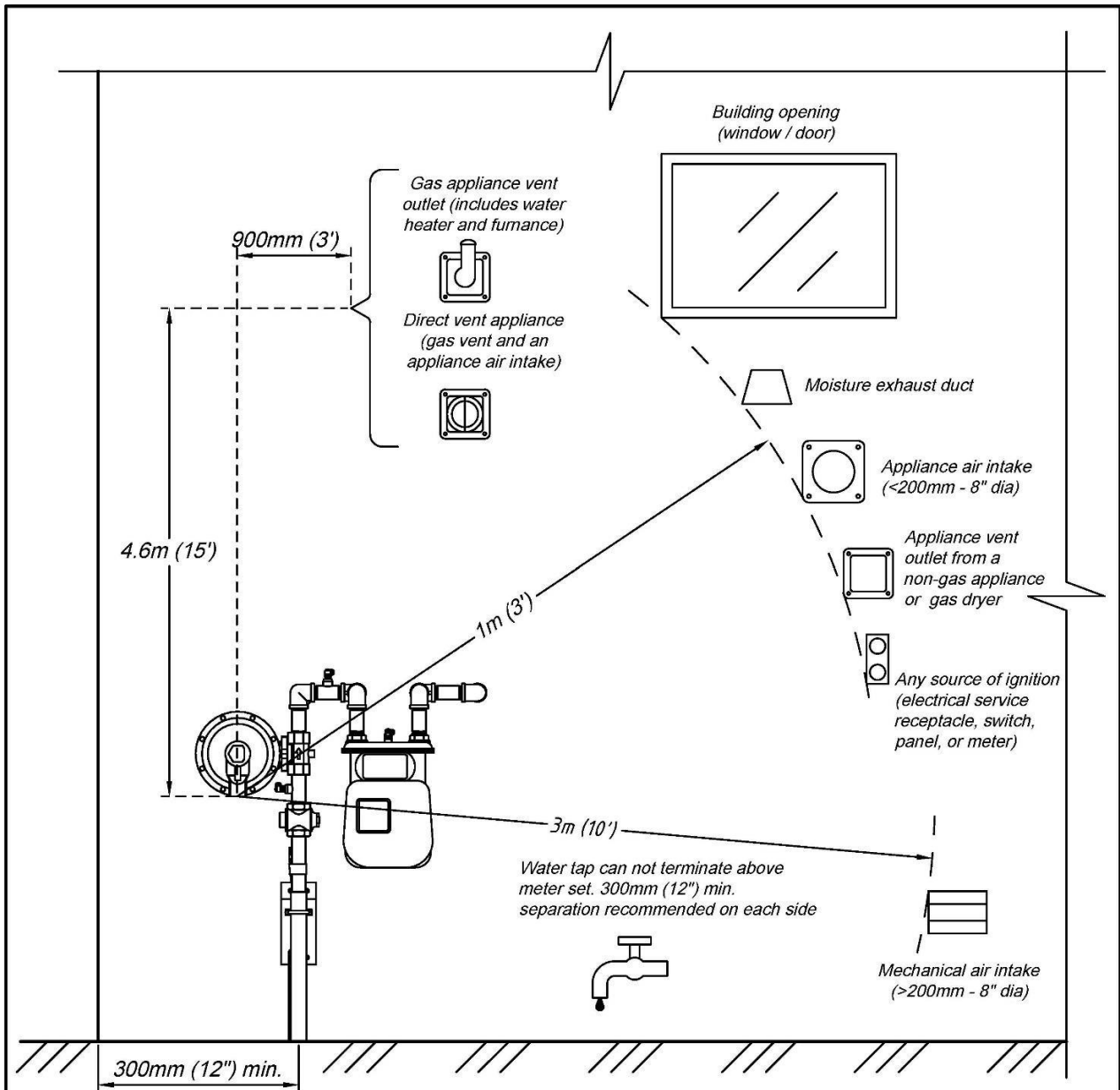
Once your application, payment and related documentation has been received, reviewed, and processed we will begin the construction planning process. Our construction staff will visit the site and review the routing (you may be requested to attend at this time to indicate the approximate location of the future meter set).

Following the initial field scouting, we will obtain the necessary permissions, crossings agreements, and consents that may be required. Once all permissions have been received, construction will be scheduled.

Please be aware, any yard lines after the meter to other buildings (referred to as secondaries) are your responsibility and will be at your expense; however, we would be happy to assist you with this.

**Please visit [www.rvgc.ca](http://www.rvgc.ca) to learn more about Rockyview Gas Co-op Ltd.**

We look forward to serving you!



**FIGURE 5.2 LOCATION OF REG. VENT RELATIVE TO BUILDING OPENINGS**

**NOTES:**

1. All clearances listed are in accordance with CSA B149.1;
2. If these clearances cannot be met, CSA 6.22 regulator/relief may be used. See table 5.2 in CSA B149.1 for acceptable clearances.

Alberta

2020