



## INFO

# AUTOMATED ROADWAY CROSSING APPLICATIONS

## Common Questions & Answers

### ***What is a Roadway Crossing Application?***

Most underground utilities at some point need to cross under a Municipal Roadway or an approach that is controlled by the Municipality. This can include oil and gas pipelines, telephone lines, water or sewer lines or any other utility or service that is needed by ratepayers. A Municipality needs to track where these crossings will take place. The company performing the work needs to apply to obtain permission to cross under the roadway.

### ***Why do you need to track these crossings?***

It is important to know where these crossings are proposed. The roadway where the crossing is the easiest may not be the best place to have the utility cross under the road. Tracking these crossings allow for a proper review and / or inspection of the proposed crossing site prior to construction. It also allows the Municipality to provide Terms and Conditions of the crossing to the applicant at the time of application to ensure the utility is placed deep enough and the proper techniques are being used to minimize the risk to the roadway.

### ***How does the automated process help the Municipality and the Applicant?***

Most Municipalities currently use a paper application. This requires much more administrative time to process, review and approve applications. Providing companies the ability to apply "on line" and upload site survey documents not only dramatically reduces the processing time, it also allows the Municipal staff to store and access application data and site plans electronically from anywhere.

Applicants find the on line service saves them time as they do not need to complete paper applications, prepare cheques, mail the application and wait for approval to construct. Therefore the turnaround time is dramatically improved through the automated process.

### ***Do other Municipalities charge an application fee for crossings?***

Most Municipalities have an application fee for a Roadway Crossing application. Some of the application fees include a fee to cover a pre-work and post-work inspection of the roadway. The Municipal Government Act in Alberta allows Municipalities to charge a fee for this type of development. The fees range from no cost in some areas and up to \$500 per application in others.

### **The RDS Advantage:**

- ★ Complete Infrastructure Protection Services
- ★ Quick and Seamless TRAVIS Integration and Data Maintenance
- ★ Improved Compliance
- ★ 24 / 7 Service
- ★ After Hours Support
- ★ Infrastructure Management Services
- ★ Assisting Municipalities since 1995



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### ***What does Roadata charge for the application and how is it processed?***

The RDS fee is \$20 per application processed through our web site. Oil Companies, Land Agents or contractors log on to the Roadata.com web site and complete the application. Most Municipalities include the RDS processing fee in the total application fee they charge. This process further reduces the administrative burden on Municipal staff because RDS simply invoices **and** collects the application fee directly from the Applicant on behalf of the Municipality.

The system has a high level of compliance because if the Applicant does not pay the invoice in a timely manner service is suspended until the account is paid. Municipal staff no longer needs to track outstanding accounts as our staff is committed to monitor all outstanding accounts.

### ***Can my staff track the status of the application?***

Most Municipalities will inspect the crossing to ensure compliance. The Roadata system allows the Municipality to choose if they wish to inspect the location BEFORE approval is granted and it will provide a method to track when inspections took place, if there were problems found and what action was needed. This information can be recalled by application number, company or land location.

### ***How long would it take to implement this service?***

This service works well when combined with the **Well Site Approach Application** process that RDS already provides. A new release of the service will be available in the summer of 2011. A short discussion with Municipal staff to define what process you need followed and the appropriate Terms and Conditions to be used is all that is needed prior to Implementation of this service.



For more information, please call Bruce, Nicole or Angela at the contact information listed below.

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