

Applying for a Kinder Morgan Utopia Ltd. Canada

Proximity & Crossing Permit

Design and Construction Guidelines



KINDER  MORGAN

A Guide to Applying for a Kinder Morgan Utopia Ltd. Proximity Crossing Permit and 30-Meter Permit

Kinder Morgan Utopia Ltd. operates a 12" pipeline in Ontario. A Proximity Permit is required for installing any permanent structure within Kinder Morgan Utopia Ltd.'s right-of-way. This brochure will assist you in applying for a Kinder Morgan Utopia Ltd. Proximity Permit and a vehicle crossing agreement before any motor operated vehicle crosses the pipeline.

Damage Prevention

Damage prevention is a shared responsibility. Excavation and other ground disturbance activities can damage pipelines. Making contact with a pipeline can have severe consequences ranging from service disruptions to environmental damage and personal injury.

Pipeline Markers and the Right-of-Way

Our pipelines are located within a right-of-way or road easement that is a narrow stretch of land that provides safe access for monitoring and maintenance of our pipelines.

Pipeline markers provide important safety information such as the product carried and Kinder Morgan Utopia Ltd.'s emergency notification number.

Although markers identify that a pipeline is in the area, they do not specify the exact location or depth of the pipeline – only a qualified Kinder Morgan Utopia Ltd. Technician can do so.

Call or Click Before You Dig

Before you begin the construction of any facility or any ground disturbance work, contact your local One Call center. If your proposed work is near our pipeline right-of-way, a Kinder Morgan Utopia Ltd. representative will call you back to discuss your proposed work and, if required, meet with you onsite to determine the exact location of the pipeline. This service is typically provided at no cost to you.

Permits

Kinder Morgan Utopia Ltd.'s pipelines are regulated federally. Federal regulations require activity near our pipeline right-of-way only take place after we have provided our written consent for the activity. Kinder Morgan Utopia Ltd. provides this consent in the form of 30 Metre (100 Foot) Permits and Proximity Permits.

30 Meter Permit

A 30 Meter (100 Foot) Permit is required for any ground disturbance work within 30 meters (100 feet) of our pipeline. This permit is required if activity results in a disturbance of soil or ground cover. Examples of ground disturbance activities include, but are not limited to:

- Heavy/mobile equipment crossings
- Driving objects into the ground and/or excavation
- Installing irrigation systems and ditching
- Landscaping
- Stump grinding
- Drilling, digging, compacting, stockpiling or using any equipment causing ground vibrations

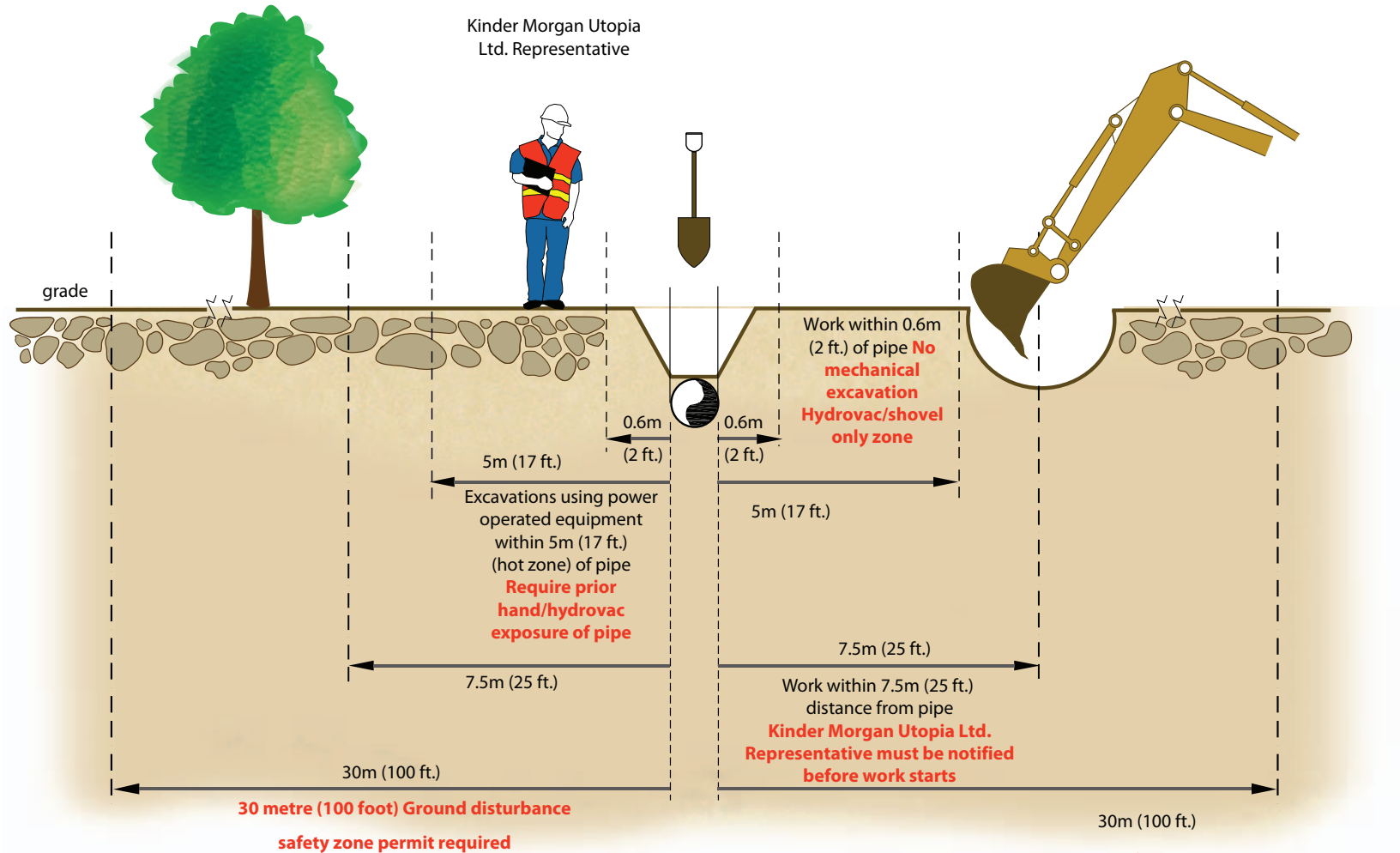
Proximity Permit

A Proximity Permit is required for installing anything of permanent nature within our pipeline right-of-way. This includes, but is not limited to construction or installation of:

- Roads, driveways, trails or ditches
- Fences or posts
- Realtor, political or property development signs
- Moveable sheds, outbuildings, or other structures
- Underground utilities

Pipeline Protection Zones

Minimum Standards





Proximity Permits:

Drawing and Design Requirements

For the Proximity Permit application, Kinder Morgan requires both a plan view and a profile or elevation view drawing are required.

+ The Plan View Drawing should have at a minimum:

- Unverified location of the pipeline and right-of-way boundary (the location will be verified onsite by a Kinder Morgan Utopia Ltd. Technician)
- Complete legal land description and the street address of the property (you can obtain the legal land description from your local city hall, municipal office, regional district or county office)
- Location of proposed works, including dimensions to a reference point such as a legal property line, the pipeline, or the right-of-way boundary
- Location of all applicable property boundaries as well as road and utility boundaries
- A north arrow

+ The Profile or Elevation View Drawing should have at minimum:

- For surface crossings the profile should be taken along the pipeline
- For underground and aerial crossings, the profile should be taken along the proposed new crossing facility
- Location of any pipeline and associated depth of cover
- All horizontal and vertical clearances from the pipeline

Special Project Considerations

For certain projects, additional information must be included in your application:

Roads and Parking Lots

For the Plan View Drawing:

- All existing buildings within 30 metres (100 feet) of the pipeline.
- Parking stall layout (no parking or storing of materials is permitted within 3 metres (10 feet) of the pipeline.
- Location of all access roads

For the Profile or Elevation View Drawing:

- Detail and describe the proposed backfill structure around the pipeline
- Ensure that all roads and parking lots that cross the right-of-way are completed in accordance with Kinder Morgan Utopia Ltd. Engineering Standard. (Contact local Kinder Morgan Technician for a copy)

Depth of Cover:

- Minimum depth of cover is 1.2 metres (4 feet) from the top of the pipeline to the final road grade. Do not exceed 1.8 metres (6 feet of cover)
- A Kinder Morgan Utopia Ltd. Technician must be onsite for any backfill

Inspection Cut-Outs for Parking Lots:

- Inspection cut-outs shall be installed in the pavement directly over the pipeline every 10 metres (33 feet)
- The inspection cut-outs should consist of a 150 millimetre (6 inch) diameter cast iron grate in a concrete or rigid PVC collar filled with free draining gravel
- The layout of the inspection cut-outs may be determined at the time of construction with the Kinder Morgan Utopia Ltd. Technician

Railways

Specific requirements for new railway crossings will be established on a case-by-case basis. Please contact us directly to discuss your project.

Trails

The minimum depth of cover shall be 1 metre (3.3 feet) from the top of the pipeline to the final grade and 1.2 metres (4 feet) if the trail is used for vehicle access.

Ditches

For the Profile or Elevation View Drawing:

- Include the dimensions of the width at the top of the ditch, the invert width of the ditch, and the depth of the ditch

Depth of Cover:

- The minimum depth of cover required is 1 metre (3.3 feet) from the top of the pipeline to the invert ditch

Liners:

- A description of any ditch liners, including the material type, must be included in your application



Aerial Cable Utilities

For the Plan View Drawing:

- Include the location of all proposed poles, towers, guys, anchors or any other supporting structures in all plan view drawings
- None of the above is permitted on the right-of-way or its protected limits across a road easement

For the Profile or Elevation View Drawing:

- Provide a dimension of the proposed minimum height of the overhead cable(s) across the right-of-way

Cable Information Requirements:

- Provide a description of the type, size and voltage of the proposed cable(s)

Underground Utilities

Clearances

- For fibre optic cables the minimum vertical clearance is 0.6 metres (2 feet)
- For most other utilities, the minimum vertical clearance is 0.3 metres (1 foot)
- For parallel works within a road allowance, the minimum horizontal clearance is 1.5 metres (5 feet) from the edge of the pipe

Kinder Morgan Utopia Ltd. reserves the right to increase the minimum clearances listed in the application if deemed necessary.

- **Constant Elevation:** All underground facilities shall maintain a constant elevation across the entire width of the right-of-way and extend a minimum of 0.6 metres (2 feet) beyond the right-of-way boundaries

Cable Information Requirements:

- Provide the voltage, conduit size, and method of installation in your application
- Using trenching methods, install the cable within rigid PVC type conduit
- Encase in concrete
- Place applicable warning tape across the width of the right-of-way

Pipeline Information Requirements:

- Pipe material
- Outside diameter
- Wall thickness
- Pipe grade
- Type of cathodic protection
- Substance pipeline will be transporting
- Method of installation

For steel pipelines, the installation of a test tap may be required at the crossing to monitor cathodic protection. During the permit application process, Kinder Morgan Utopia Ltd. will determine if one is necessary. All costs associated with the test tap installation will be the responsibility of the applicant.

Limitations

For perpendicular works across the pipeline, the following are not permitted within the right-of-way or its protected limits across the roadway:

- Junction boxes
- Kiosks
- Valves
- Other similar facilities
- Manholes
- Catch basins
- Meters

Landscaping

When submitting your landscaping plans for approval, please include the following:

- Property lines and length
- Position and dimensions of your house or building
- Right-of-way of pipeline location (the location will be verified onsite by a Kinder Morgan Utopia Ltd. Technician)
- Driveways, sheds, fences and any other structures
- Trees, hedges, lawn areas, and garden beds

Kinder Morgan Utopia Ltd. requires clear access to the pipeline and right-of-way for monitoring and maintenance. Refer to our Design and Landscaping Guidelines for more detailed information.

Fences, Posts and Bollards

The minimum clearance from the pipeline centre line to the centre line of a post or bollard is 2 metres (6.5 feet). For applications regarding installing a fence, please include the fence height and construction material with your application.

Storing Materials

Storing materials of any kind is not permitted within 3 metres (10 feet) on either side of the pipeline. You can store materials outside this area as long as they are easily moved in the event that Kinder Morgan Utopia Ltd. needs access to the right-of-way. A Proximity Permit is still required.

Application Process and Approvals



- Obtain a copy of our Pipeline/Right-of-Way Proximity Permit Application from our website
<https://www.kindermorgan.com/Safety-Environment/Public-Awareness/KM-in-Canada>
- Contact your local One Call centre and provide them with details of your planned activity
- Prepare your application and provide all the required detail for us to access your application
- Kinder Morgan Utopia Ltd. will process the application and will send a copy to the applicant for signature
- Applicant signs and returns application to the Kinder Morgan Utopia Ltd.

Email: PublicAwareness@kindermorgan.com

- Before beginning construction, arrange an onsite safety meeting with a Kinder Morgan Technician. At the meeting the Technician will:
 - » Locate and mark the pipe
 - » Issue a 30 Metre (100 Foot) Permit
 - » Stay onsite for any work within 7.5 metres (25 feet) of the pipeline



With all required documentation, a Proximity Permit can take up to 10 business days to process. Once Kinder Morgan Utopia Ltd. has reviewed and approved your plan, a Proximity Permit will be issued for the work detailed in the application (subsequent to any changes in the process). If your scope of work changes, you will need to notify the Permit Technician to approve any changes.

Copies of all Permits must be kept at the job site and available when requested by a Kinder Morgan Utopia Ltd. representative or government inspector.



Frequently Asked Questions

Why do I need a Proximity Permit?

A Proximity Permit is required for anything of permanent nature within the pipeline right-of-way. Proximity Permits are also required for landscaping and storing materials.

Where do I get a Proximity Permit application from?

You can contact us at 1-800-276-9927 or download an application from our website at <https://www.kindermorgan.com/Safety-Environment/Public-Awareness/KM-in-Canada>

What do I need for my application?

To process any application, we require the following:

- Proximity Permit Application form
- A copy of all applicable design drawings

Will you provide me with a drawing so I can plan around your pipelines?

During the planning stages, we can provide drawings detailing the right-of-way, however, these drawings cannot be used for any ground disturbance activity and you will be required to sign a disclaimer. A Kinder Morgan Utopia Ltd. Technician will still be required to be onsite for any work within 7.5 metres (25 feet) of the pipeline. Please contact our Permit Technician to obtain a drawing.

Is there a Permit fee?

No. We typically provide this service at no cost to you. However, if a Technician is required to be onsite for an extended length of time a charge may be levied. This information will be detailed in the Proximity Permit application process.

Do I also need a 30 Metre Permit?

Yes. A 30 Metre Permit is required for any ground disturbance work taking place within 30 metres (100 feet) of our pipeline right-of-way. This will be provided to you during the required safety meeting. You will be required to keep both Permits at the work site along with your One Call ticket.

When will I find out if my application has been approved?

Applications typically take 7 to 10 days to process. You will be notified by the Permit Technician once your application has been approved.



**Kinder Morgan
Utopia Ltd.**

a Kinder Morgan operated company

Pipeline Safety and Damage prevention is a shared responsibility.

Prior approval from Kinder Morgan Utopia Ltd. is required for any ground disturbance activity within our pipeline right-of-way.

For more information on permits, please contact us:

Online request form: <http://PA-InfoRequest.KinderMorgan.com>

Email: PublicAwareness@kindermorgan.com

Website: <http://PublicAwareness.KinderMorgan.com>

Non-Emergency Phone: 1-800-276-9927

**If you suspect a pipeline emergency, immediately call our
24-Hour Emergency Notification Line:
1-800-265-6000**

**Call or Click Before you Dig
Ontario One Call: 1-800-400-2255
clickbeforeyoudig.com**