



Planning and Development Department
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CHESTERMERE QUICK TRENCH PROGRAM FOR SINGLE CONSTRUCTION PERMITS ONLY (RESIDENTIAL)

BACKGROUND

The City of Chestermere requires a program to improve the process by which deep services (water and sanitary sewer) are installed for new single family and semi-detached homes.

The program is an installation process offered through excavating contractors to their builder clients. **Excavating contractors who are currently not part of the program will automatically be enrolled for the program upon applying for their first water and sewer/trench permit application.**

OBJECTIVES OF THE PROJECT

To improve safety for people excavating or working in trenches by shortening the length of time the excavation is open, backfilling with proper equipment instead of by hand, and by ensuring better safety equipment on site;

To improve the quality of the deep service installations by using upgraded piping and better bedding and backfill materials;

To streamline the trenching/connection/inspection sequence by shifting the responsibility for coordination of these operations from the builder and the plumber to the excavator contractor;

To honor Quick Trench standards set in place by the City of Chestermere and the NBC-AE.

PROGRAM OUTLINE

The current deep service installation process is coordinated by the builder. The builder calls for initial excavation, piping installation and backfill. Plumbers call for the inspections. This fragmented process results in communication delays between the three parties which results in time delays, missed inspections and weathering of the trench.

In the Quick Trench Program, the coordination of the excavation, the piping installation and the call for inspection will shift from the builders and plumbing contractors to the excavating contractors. The aim is to reduce the time lag in installation and inspections resulting in a safer and a quicker installation of the deep services.

In addition, contractors who are authorized to use the Quick Trench program must use upgraded piping, bedding and backfill materials. Backfill must be completed by proper excavating equipment to ensure proper depth of fill. The excavating contractor assumes responsibility for safety of all public and personnel involved in excavation, piping installation and backfill.

QUICK TRENCH PROGRAM PROCEDURES

APPLICATION FOR ACCEPTANCE INTO THE PROGRAM BY LICENSED EXCAVATING CONTRACTOR

Application for participation in the program is **assumed** upon application of the first trench or permit for water and sewer connection from the City of Chestermere and will require certification and acceptance from the City's Safety Codes Officer or the City's contracted safety codes agency.

To participate, the excavating contractor must agree to adhere to the procedures and requirements for Quick Trench by signing the declaration section below.

The Excavator must demonstrate the ability to adhere to the procedures and requirements for Quick Trench to the City of Chestermere's Safety Codes Officers or its contracted safety codes agency.

The City of Chestermere will require the Quick Trench contractor to provide 5 installations for inspection before acceptance will be given to proceed with further Quick Trench installations without having to call for inspections before back filling the trench. The number of installations will be tracked by the City staff and the excavating contractor will be receiving a signed confirmation by the City's Safety Codes Officer of this form as an acceptance to the program upon completion of 5 passed inspections.

If an excavating contractor has not performed or participated in the quick trench program in a four-year period and then applies for a water and sewer permit, they must re-qualify for the quick trench program as outlined in the above.

NOTE: *The City requires that excavating contractors that are part of the quick trench program submit pictures of the trench prior to back filing the trench. This will trigger the inspection process and an actual inspection would no longer be carried out, the City's Safety Codes Officer shall complete an inspection report on the basis of the pictures sent. Pictures may be submitted either via email (inspections@chestermere.ca) or dropping it off at the City office. Please ensure that the pictures are properly labeled with the civic address or project location.*

The City's safety codes officer reserves the right to ask for the backfilled connection to be dug up at the excavating contractor's expense if the pictures do not show a connection adhering to the city's policies and the NBC-AE. A reinspection will be required and a fee may be applied.

***** Excavators that are not yet part of the program must call in their trench inspections and must not back fill until the inspection is completed.**

For Safety, the City of Chestermere will attempt to complete the inspection within 24-48 hours from the time the inspection was called in.

***** THE QUICK TRENCH PROGRAM ONLY APPLIES TO SINGLE FAMILY DWELLINGS AND SEMI-DETACHED HOMES, ANY OTHER PROJECT (MULTI-FAMILY, COMMERCIAL, INDUSTRIAL, INSTITUTIONAL) WOULD NEED AN ON-SITE TRENCH INSPECTION *****

ROLES AND RESPONSIBILITIES

Builders

- Builders do not need to apply for the program, but must ensure that their excavating contractors apply for their Water & Sewer Permits.
- Builders should become familiar with the installation and reporting requirements of the Quick Trench Program and discuss this with their excavating contractors. Builders must ensure their contractors provide properly trained personnel for installation and are trenching in a safe manner.
- When applying for a building permit, the builder **must** note the name of the excavating company that will be performing the excavation. **A separate Water & Sewer Permit Application is required for each and every new development (residential, multi-residential, commercial, institutional, etc.) for a fee as per the fee schedule and must be applied for by whoever is doing the connection. Quick trench program is only for single and semi-detached residential projects.**

Excavators

- A copy of the permit must be made available to the Safety Codes Officer at the site. The Safety Codes Officer may request to see the permit prior to the inspection.
- Excavators that are part of the quick trench program must submit pictures to the City prior to covering.
- The City will require the excavator to provide **five (5)** acceptable installations for inspection before approval will be given to proceed with other projects.
- Excavators that are part of the quick trench program must keep the letter of acceptance to the program granted by the City's Safety Codes Officer.

The Quick Trench program is a privilege granted to proven performers and may be revoked at any time by The City's safety codes officer!

RESIDENTIAL WATER AND SEWER TIE-IN REQUIREMENTS FOR THE CITY OF CHESTERMERE **(EFFECTIVE NOVEMBER 1, 2005)**

PIPING AND CONNECTIONS

- Excavation company must have a valid Business License with the City of Chestermere
- The Excavating contractor must utilize properly trained personnel to carry-out piping connections;
- Approved piping as per national plumbing code or equivalent pipe must be used with proper joint compounds.
- A maximum of 2 – 22 ½ ° fittings **or** 1 – 45° fitting can be used. The 2 – 22 ½ fittings must have at least 2 feet of piping separating the fittings to allow for future cleaning and inspection
- The minimum size pipe for water service is 1”.
- The water service must be the same size as the pre-installed service piping from the property line up to and including the main shut-off in the house. The quick trench installer must connect to the services at the property line if the property has been serviced.

EXCAVATION AND BACKFILL

- The Excavating contractor must utilize properly trained personnel to carry-out bedding and backfill Sewer and water services, and must be installed in accordance with the building grade form; location (i.e. in accordance with the information supplied on the building grade form)
- Pipe grade and frost coverage must be checked by the Excavator (water min. 8 ft.; sewer min. 4 ft.- if your circumstances vary, please consult with the plumbing and gas safety codes officer by calling 403-207-7075);
- Piping must be bedded in pea gravel with a maximum size of ½". Bedding materials should be at least 4" in depth under the piping, 6" in depth over the piping and extend approximately 1' on either side of the piping.
- Proper safety equipment must be used and proper safety precautions must be observed by **all** personnel while excavating or working in the **trench** as per Occupational Health and Safety standards and sentence 8.1.2.2. (1) of Division B of the NBC-AE

INSPECTION AND REPORTING**BEFORE AN EXCAVATING CONTRACTOR BECOMES PART OF THE QUICK TRENCH PROGRAM:**

- Before an excavating contractor becomes part of the quick trench program they must contact the City of Chestermere, Building Services to arrange for an inspection – 403-207-7075 or 403-207-7097.
- After confirming compliance by the Safety Codes officer in a report when the work is completed, the excavating contractor will be allowed to proceed to back fill the trench.
- If an inspection failed, the excavating contractor must contract the city of Chestermere at 403-207-7075 or 403-207-7097 before proceeding, a new request for inspection must be booked after the infractions have been corrected. Back filling a declined trench will result in the excavation and re-inspection at the permit holder's expense.

AFTER AN EXCAVATING CONTRACTOR BECOMES PART OF THE QUICK TRENCH PROGRAM:

- After an excavating contractor becomes part of the quick trench program they must submit pictures to the City office either via email (inspections@chestermere.ca) or in person. This will trigger the inspection process and the plumbing safety codes officer shall complete an inspection report on the basis of the pictures sent. Please ensure that the pictures are properly labeled with the civic address or project location.
- If an inspection fails after the first 5 installations, the safety codes officer will contact the Quick Trench Installer on the same day as the inspection. The Quick Trench Installer will be required to expose the three projects prior to the failed installation for re-inspection at the Safety Codes Officer's discretion.
- Random spot checks will be conducted by the safety codes officer on open trenches to ensure continued compliance with Quick Trench standards after an excavator has qualified for the Quick Trench program.

DECLARATION:

I/We declare that we have read, understood and agree to adhere to the procedures and requirements of the Quick Trench Program.

Excavator Company Name: _____

Business License #: _____

Signature (above printed name): _____

Date: _____

For office use only. To be completed by staff and the SCO upon acceptance to the program

ACCEPTANCE TO THE QUICK TRENCH PROGRAM

Excavator Company Name: _____

Date Accepted to the Program: _____

Addresses of 5 passed inspections:

1. _____

2. _____

3. _____

4. _____

5. _____

SCO Name: _____

SCO Signature: _____

SCO Designation Number: _____

FOIP Notification: The personal information you provide on this form is being collected under the authority of Section 640(2) of the Municipal Government Act and Section 32(b) and 32(c) of the Freedom of Information and Protection of Privacy Act and is protected by the privacy provision of these acts. This information will be used to determine eligibility for a development permit and for enforcement of applicable laws and may be circulated to persons or authorities as necessary for the review process. If you have any questions about the collection of this information please contact the FOIP coordinator, 105 Marina Road, Chestermere Alberta T1X 1V7 (403) 207-7050

QUICK TRENCH EXCAVATORS

5 Star Plumbing & Heating Ltd.
Amazon Excavating Ltd.
ARG Plumbing
Blue Ridge Excavating
BPR Mechanical
Breckenridge Excavating
Bryco Dirtworks Inc.
Crystal Waters Plumbing
D & T Plumbing
Delta Excavating and Trucking
Dragon Excavating
Drew-Ella Contracting Ltd.
Earth Pro Excavating Ltd.
Fish Creek Excavating
Ground Shakers Excavating Ltd.
Hytec Mechanical
Jayax Contracting
JCON Construction Inc.
Keystone Excavating Ltd.
Kidco Construction Ltd
Luxuria Homes
Marine Plumbing and Heating
Mother Earth Excavating Ltd.
P&G Excavation and Trucking
Partner's Excavation
Pezzente Brothers Excavation/Construction
Pioneer 2000 Ent Inc
Prattco Excavating Ltd.
RND Excavating Ltd.
Rockyview Plumbing
Sundance Plumbing