

## Pole Attachments Permit Review Checklist

### 1) Permit Application Submission:

- Is there a valid agreement between the Applicant and Toronto Hydro, for the type of attachment being requested?
- If another party is applying on behalf of an Applicant, is the Applicant identified?
- Has the Applicant granted permission for the application to be made on their behalf?
- For temporary, decorative attachments, has the Permit Administration Fee been included?
- Have drawings been included? Is the location correct? Are all pages included?
- Has a table of the poles and pole information been included?
- Has pole loading analysis documentation been included? Is it complete?
- If 'Make-Ready' work is required, has a Purchase Order been included?
- Any other documents or items as required by the specific agreement?
- Does the applicant have any outstanding construction deficiencies from previous work that have not been corrected?
- Does the applicant have any outstanding pole transfers?
- Does the applicant have any outstanding As-Constructed drawings?
- Does the applicant have any outstanding payments to Toronto Hydro?

DISTRIBUTION CONSTRUCTION STANDARD <b>Foreign Attachments</b>		<b>OVERHEAD SYSTEM – POLE ATTACHMENTS PERMIT REVIEW CHECKLIST</b>					
	Approved by: J.D. 2012-03-08		Original issue: J.D. 2012-03-08	Scale: N.T.S	Rev. 0	23-1010	1/4
	Drafted by: H.M.	Designed by: J.D.					

PLEASE REFER TO TORONTO HYDRO'S WEBSITE FOR THE MOST CURRENT VERSION OF THIS STANDARD PRIOR TO USE

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### 2) Drawings:


- Does the proposed attachment meet the requirements of the Toronto Hydro Distribution Construction Standards, for size, weight, location, etc.?
- Does the proposed attachment meet the requirements of Ontario Regulation 22/04 and Guidelines for Third Party Attachments?
- Does the proposed attachment meet the requirements of CSA 22.3 No. 1?
- Are the drawings certified (stamped) and signed by a Professional Engineer (licensed in Ontario)?
- Are new guys/anchors required? Are these shown on the drawings? Joint or shared anchoring is not allowed.
- Is the design for proposed 'Make-Ready' work included in the drawings, with correct Standards?
- Are the calculations for 'Make-Ready' work provided?
- Are separation and clearance distances, for both primary and secondary, shown and are they correct?
- Is proposed/existing grounding and/or bonding shown at correct or minimum locations; first and last pole and every 300 meters?
- Are separation and clearance distances for the proposed attachment shown and are they correct? (Includes at pole and at mid-span.)
- If the proposed attachment is a communications cable, is it shown in the correct communications space?
- Is the proposed attachment on the same side (i.e. field side or road side) as the neutral/secondary, so it does not 'trap' the pole?
- Have adequate and relevant notes been provided?
- Are sag/tension tables and pole engineering calculations (stamped by a Professional Engineer) based on CSA heavy loading conditions provided for review?

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### 3) Site Visit:


- Is there space on the poles? Check that the maximum number of attachments is not exceeded.
- Are the pole numbers correct?
- Will the proposed attachment interfere with pole stenciling or other labels?
- Do the drawings and pole analysis match actual field conditions, including the number, location and measurements of all other existing Toronto Hydro equipment?
- Do the drawings and pole analysis match actual field conditions, including the number, location and measurements of all other existing attachments?
- Are the poles in good condition?
- Are other existing attachments in good condition?
- Have service drops been installed with correct hardware? Check that they are not wrapped around the pole.
- Have any coils been installed or is there any material left behind from previous work?
- Are other existing cable attachments identified at all cable riser/dips and at every second pole?
- Is there a clear path for guying?
- Are any guards missing?
- Verify that no equipment or risers/dips are proposed on switch poles.
- Verify that no equipment or risers/dips are proposed on Toronto Hydro primary riser/dip poles.
- Determine the correct side of pole for risers/dips, taking into account other existing risers/dips and equipment such as transformers.

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### 4) Operational Considerations:

- Does the proposed attachment interfere with any operations of Toronto Hydro?
- Does the proposed attachment interfere with any equipment of Toronto Hydro?
- Does the proposed attachment interfere with other proposed Toronto Hydro work?
- Does the proposed attachment require space that is needed by Toronto Hydro for its own purposes?
- Is there anything unsafe about the proposed attachment?
- Are there any aesthetic objections?
- Is the proposed attachment inconsistent in any fashion with any obligations of Toronto Hydro to any third parties?
- Does the proposed attachment threaten the health or safety of Toronto Hydro employees, contractors, or other permitted occupants of the poles?
- Is the proposed attachment inconsistent in any fashion with any other applicable laws?
- Could the proposed attachment be accommodated in another manner, such as over lashing instead of installing a new strand?

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	Drafted by: H.M.	Designed by: J.D.					