



All utility installations in Ministry of Transportation and Transit (MoTT) Right of Way must follow the [Utility Policy Manual \(UPM\)](#).

### Is a Permit Required?

As per the BC Hydro and Ministry of Transportation and Transit 2018 Protocol Agreement, in specific cases up to 5 consecutive poles may be replaced in the same location without requiring a separate MOTT permit.

New or Amended Permits for utility infrastructure already authorized by MoTT may not be required if the proposed works fall under Section 3.2.3 of the [Utility Policy Manual \(UPM\)](#)

As per Section 3.4.3 of the UPM, some works may be permitted under a Blanket Permit. Contact your local [MoTT District Development Services Team](#) to confirm.

### When Applying for a Permit:

#### REQUIRED INFORMATION

Application packages must include the following. Incomplete packages will be returned.

- Applicants contact information and Permission to Act as an Agent ([Form H0020 Agent](#)) for BCH when applicable
- The Permit holder must be BC Hydro and include contact email and address
- Identify in Application Details if works fall under [BC Hydro's Electrification Plan](#), including Project #
- Proposed construction start / completion dates
- Detailed design drawings that clearly represent the works proposed

#### Design Drawings must include, but are not limited to:

- |   |   |
|---|---|
| Locations of proposed works including reference points  | Scales (site layout 1:5000, profiles 1:250)   |
| Adjacent property boundaries, legal descriptions, First Nations Reserves  | Legend including north arrow  |
| Highway Info <ul style="list-style-type: none"><li>Highway/Road Name</li><li>Offsets from property line and edge of pavement/roadway (incl. road surface type)</li><li>Driveways and intersections</li><li>Highway structures (culverts, bridges, guardrails, raised islands, signs, etc.)</li><li>Other utilities both above and below ground</li><li>Crossing locations</li></ul> | Proposed installation methods   |
|   | Underground installations <ul style="list-style-type: none"><li>Extent of trench</li><li>Extend of bore pits for directional drilling</li><li>Cross sections and typical drawings for all sections</li><li>Profile of depth of cover within the right-of-way</li><li>Location/specifications of any proposed above ground appurtenances</li></ul> |
|   | Identify any areas where UPM exceptions may be required   |
- Submitting complete applications with a thorough description of proposed works will help expedite reviews.
  - Exceptions to the UPM will be considered on a case-by-case basis; review S.27 of the UPM for information.
  - Allow adequate time for review and evaluation of applications including First Nations Consultation and field reviews.
  - Proponents should review Sections 5.0 and 6.0 of the UPM regarding First Nations Consultation and Environmental Management, contact your local MoTT District Development Services Team if you have any questions.
  - As per S.7 of the UPM Traffic Management and Work Notification may be required even if a permit is not required.