

# Rule 007

Draft

Revised edition, July 27, 2007 (January 2, 2008)

## Applications for Power Plants, Substations, Transmission Lines, and Industrial System Designations

The Alberta Utilities Commission (AUC) has approved this Rule on January 2, 2008.

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## List of Abbreviations

AENV – Alberta Environment  
 ISO – Alberta Electric System Operator  
 AIES – Alberta Interconnected Electric System  
 ASRD – Alberta Sustainable Resource Development  
 BA Code – Business Associate Code  
 DDS – Digital Data Submission  
 DFO – Distribution Facility Owner  
 EAS – Electronic Application Submission  
 EIA – Environmental impact assessment  
 EUA – Electric Utilities Act  
 HEE Act – Hydro and Electric Energy Act  
 ISD – Industrial system designation  
 Kg/MWh – kilograms per megawatt-hour  
 kV – kilovolt  
 kVA – kilovoltampere  
 kW – kilowatt  
 kWh – kilowatt-hour  
 LSD – legal subdivision  
 MVA – megavoltampere  
 MW – megawatt  
 MWh – megawatt-hour  
 NID – Needs identification document  
 NO<sub>x</sub> – nitrogen oxides  
 SO<sub>2</sub> – sulphur dioxide  
 TFO – Transmission facility owner

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## 1 Definitions and Application

### 1.1 Definitions

In this Rule:

- (a) “Act” means the *Alberta Utilities Commission Act*;
- (b) “AUC/Commission” means the Alberta Utilities Commission.

### 1.2 Application

This Rule apply to applications for the construction or alteration and operation of power plants, substations, transmission lines, and industrial system designations, pursuant to the *Hydro and Electric Energy Act (HEE Act)*, and for approvals of a Needs Identification Document, pursuant to the *Electric Utilities Act (EUA)* and *Transmission Regulation*.

### 1.3 Application Required

Any person intending to construct, connect, operate, or alter power plants, substations, transmission lines, or industrial system designations must file an application with the Commission in accordance with this Rule.

Power plant applications must be made pursuant to Section 11 of the *HEE Act*.

Substation or transmission line applications must be made pursuant to Sections 14 and 15 of the *HEE Act*.

Connection applications for power plant, substations, and transmission lines, must be made pursuant to Section 18 of the *HEE Act*.

For the Commission to consider a new application by a Transmission Facility Owner (TFO) or Market Participant, the Independent System Operator (ISO) is required to have prior Commission approval for the Needs Identification Document.

Before making application to the Commission for electric facilities, an applicant must have regard for the following provisions in the *EUA*:

- (a) Pursuant to Section 101(1) of the *EUA*, if the applicant wishes to obtain electricity for use on a property, the applicant must make arrangements for the purchase of distribution access service from the owner of the electric distribution system in whose service area the property is located.
- (b) Pursuant to Section 101(2) of the *EUA*, if the applicant wants to receive electricity directly from the transmission system, the applicant may enter into an arrangement directly with the ISO, provided that the applicant can obtain approval from the ISO and the owner of the electric distribution system, in whose service area the property is located.

When the ISO direct assigns a project to a TFO or Market Participant, a written confirmation of the direct assignment from the ISO must accompany the application.

## 1.4 Exemptions

If an applicant is proposing alterations to existing electric facilities and considers the alterations to be minor, contact the Commission and explain the nature of the proposal. The Commission will assess the proposal and advise whether:

- (a) the approval holder may proceed with the alterations without an application;
- (b) the approval holder must file an Enquiry Proposal Application in which case the proposal would proceed by Letter of Enquiry, or
- (c) the approval holder must file an application for a new approval, permit, or licence to carry out the proposed alterations.

If an applicant plans to generate electric energy solely for the applicant's own use, the applicant must file a power plant application containing all the information required by these rules. The Commission determines whether an approval can be issued or whether the plant is exempt.

If an applicant is proposing a micro-generation generating unit, the applicant must refer to *AUC Rule024 Rules Respecting Micro-Generation* for application guidelines.

If an applicant plans to transmit electric energy over the applicant's own land and solely for the applicant's own use or within an industrial system that has been designated by Commission approval, the applicant must contact the Commission and explain the nature of the proposal. The Commission determines whether the applicant must file an application for a permit and licence or, whether the facilities can be exempted.

If an applicant plans to distribute electric energy over the applicant's own land and solely for the applicant's own use, and applies to the Commission for exemption from Part 3 of the *HEE Act*, the applicant must, prior to filing the application, contact the electric distribution utility in whose service area the applicant is proposing to distribute electric energy, and explain the nature of the proposal.

If the requested exemption relates to a proposed or anticipated ISD, the distribution facilities constructed pursuant to the exemption may be subject to transfer to the DFO at a later date, if the ISD is not perfected in a reasonable period of time.

## 1.5 Application Process

An applicant must follow these steps set out below.

### **Step 1: Preparing and Application**

Prior to filing an application, an applicant must complete the participant involvement program. (See Appendix A – Participant Involvement Program Requirements). An applicant must include documentation describing its notification and consultation program in its application.

For certain electric facilities the applicant must also obtain specific approvals or signoffs from other entities prior to filing its application, as these are to be submitted as attachments to the AUC application. Only after the applicant has completed and documented the participant involvement program, obtained all other approvals and signoffs, and compiled all the information required, may it proceed to file its application with the Commission.

**The Commission no longer processes any application that contains major deficiencies.** If the application contains major deficiencies, it will be closed and the applicant will receive an explanation via electronic mail. An example of a major deficiency is the omission of key

information, such as neglecting to include participant involvement information or a noise impact assessment when applying to build a power plant in proximity to residences.

If the application has minor deficiencies, the Commission may request further information from the applicant. Failure to respond in the stated time frame may result in the Commission closing the application with written notification of the reason for the rejection.

If the applicant is proposing a major development, such as a large power plant or a high-voltage transmission line of significant length, the information requirements in this Rule may not be sufficient to assess the full impact of the project. In that case, the applicant should consult with Alberta Environment (AENV), to determine if an Environmental Impact Assessment (EIA) is required. Contact the Commission in the initial stages of preparing the application to determine the level of detail required.

The Commission requires applicants to address all concerns raised by potentially directly and adversely affected persons.

If the applicant concludes that further discussion is unlikely to resolve issues, it should inform the Commission, outlining the concerns and the steps it has taken to resolve issues.

## **Step 2: Filing**

An applicant must file its application electronically using the Electronic Application Submission (EAS) System, which is accessible via the AUC Web site [www.auc.ab.ca](http://www.auc.ab.ca). Please refer to the Digital Data Submission (DDS) User Guide and to the EAS Utilities Applications User Guide for instruction on how to obtain a DDS login and how to submit utility applications electronically.

If an applicant's electronic application contains maps or drawings that are difficult to view on a computer screen, the applicant may be required to provide paper copies of these documents. If the application proceeds to a hearing or is otherwise complex, the applicant may be asked to provide additional paper copies.

The Commission may choose to hold an electronic hearing. Any party wishing to intervene in an electronic proceeding would register to participate through the Proceeding Submission system available through the Commission Digital Data Submission (DDS) quick link on the Commission Web site [www.auc.ab.ca](http://www.auc.ab.ca). Parties wishing to participate must have a valid DDS log-in ID with the DDS role of "Participate in a Proceeding".

Pursuant to the Commission *Rules of Practice* (available on the Commission Web site [www.auc.ab.ca](http://www.auc.ab.ca)), all documents filed in respect of a proceeding, including any application submissions or other documents filed prior to the commencement of the proceeding, must be placed on the public record unless otherwise ordered by the Commission. Please ensure that all application submissions are free of information that the applicant does not want to appear on a public record.

## **1.6 Electronic Application Structure**

Electronic applications are structured as a set of electronic schedules, which the applicant should fill out directly in the AUC Web-based EAS System, together with a set of electronic attachments, which the applicant should upload into the EAS System. Some of the required information is to be entered directly into the schedules. However the bulk of the information must be placed into the appropriate electronic attachments. The following sections of this Rule has been arranged to indicate, for each type of electric facility application, not only the information that is required, but also where the information needs to be placed.

All applicants must complete [Utilities – Schedule 1: Applicant General Information](#), which is required for all application types covered in this Rule.

There are additional schedules for the power plant, interconnection, transmission line, and substation application types respectively. In addition, for each application type there is a set of mandatory electronic attachments that must be uploaded before the application can be submitted to the Commission. The information requirements, schedules, and attachments for each application type are outlined in each section of this Rule.

2 Schedule 1 Applicants General Information

<b>MENU</b>	<input type="button" value="New"/>	<input type="button" value="Print"/>	<input type="button" value="Save"/>	<input type="button" value="Attachments"/>	<input type="button" value="Register"/>	<input type="button" value="Close"/>	<input type="button" value="Help"/>
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<p><b>Alberta Utilities Commission</b></p> <p><b>DAY-MONTH-YEAR</b> 12-Dec-2007</p> <p>The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.</p> <p>Submission Status <input type="text" value="New"/>      <b>Submission Id</b> <input type="text"/>      Creation Date <input type="text"/></p>	<p style="text-align: center;"><b>Utilities - Schedule 1</b> <b>Applicant General Information</b></p> <p style="text-align: center;">APPLICANT'S FILE NUMBER</p> <input style="width: 100%;" type="text"/>
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**1. APPLICANT INFORMATION**

Click "Add Applicant" to include applicant information (click "View" to view/edit or "Delete" to remove).

	View	Delete	Applicant Type	BA Code	Contact Name
	<input type="button" value="View"/>	<input type="button" value="Delete"/>			

**2. PROJECT OVERVIEW**

1. **Application Description:**

2. **Are there other AUC applications directly related to this application?**      YES     NO

Click "Add Related Applications" to include related applications (click "View" to view/edit or "Delete" to remove).

	View	Delete	Application Category	Application Type	Application Number
	<input type="button" value="View"/>	<input type="button" value="Delete"/>			

**3. APPLICATION TYPES**

1. Identify what this application is for:

<p>Application Category</p> <input style="width: 90%;" type="text"/>	
<p>Application Type</p> <input style="width: 90%;" type="text"/>	

2. Is this application for a power plant less than 1 MW?      YES     NO

APPLICATION TYPES INCLUDED ON CURRENT SUBMISSION  
(Select the schedule and click 'Open' to view/edit, or 'Delete' to remove)

If you have any questions or comments, please contact the [EAS Administrator](#).  
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## Schedule 1 – Guide

### When to Use Schedule 1

Utility - Schedule 1: Applicant General Information is required for all application types covered in this Rule.

Schedule 1 provides information identifying the applicants, consultants, and/or law firms submitting the application. It allows the applicant to define the application types, such as electric power plant, transmission line, substation, industrial system designation, etc. The applicant may include several application types using a single Schedule 1. (Please consult the EAS Utilities Applications User Guide for instruction on how to use the different control buttons and menus in this schedule.)

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### Part 1: Applicant Information

Applicant Type	Select Primary Applicant, Co-applicant, Law firm, or Consultant. An application must have one primary applicant.
Company Name	Enter the company name and BA Code.  As applicant, the company is responsible for the accuracy and completeness of this application and all supporting technical information.
Contact Name	Enter the name of the person responsible for preparing this application. The Commission will direct correspondence and questions about the application to this person.
Telephone/Fax	Enter the telephone number and facsimile number of the contact person, including area code.
E-mail Address	Enter the e-mail address of the contact person. Any correspondence from the Commission will be sent to this e-mail address.
Mailing Address	Enter the company's complete mailing address, including postal code.

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### Part 2: Project Overview

- |   |  |
|---|--|
| 1. Application description  | Describe what this application is for and the reasons for the application (for example, a transmission line to provide electric supply for an industrial complex). |
| 2. Are there other AUC applications directly related to this application? | If Yes: Provide the application type and application number of other directly related applications.  |

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### Part 3: Application Types

- |  |  |
|--|--|
| 1. Identify what this application is for.                | Select: Electric – Power Plant, Interconnection, ISO Need, Transmission Line, Substation, or Industrial System Designation. Note: The applicant can add multiple applications types.   |
| 2. Is this application for a power plant less than 1 MW? | Check Yes or No, whichever is applicable.<br>If "Yes" is checked the EAS System will require the Small Power Plant Application Schedule to be filled out.<br>If "No" is checked the EAS System will require the Power Plant Application Schedule to be filled out. |

### 3 Power Plant Applications 1 Megawatt (MW) or Greater

#### 3.1 Application Requirements

If an applicant is applying to construct and operate a new power plant or to alter an already-approved plant, the application must include the requirements outlined below. Fill out the Power Plant Application Schedule, and upload the required Power Plant Attachments.

If an applicant is proposing a micro-generation generating unit, the applicant must refer to *AUC Rule 024 Rules Respecting Micro-Generation* for application guidelines. An application pursuant to Section 11 of the *HEE Act* is not required for micro-generation generating units, as defined in the *Micro-Generation Regulation*.

#### 3.2 Information Requirements

- PP1) Identify the sections of the *HEE Act* under which the application is made.
- PP2) Identify any other acts (e.g., *EUA*, *Environmental Protection and Enhancement Act*) that may affect the project.
- PP3) State the approvals that are being applied for from the Commission.
- PP4) Provide a list of existing approvals for facilities directly affected by this project, if any.
- PP5) Submit a copy of approval or a letter indicating “agreement/no concern” from local jurisdictions (e.g., municipal districts, counties).
- PP6) Provide a list of parties that may be affected by the project, confirm that these parties have no concerns regarding the application, and indicate which other agreements are necessary to carry out the project.
- PP7) Provide a copy of approvals from NAV CANADA and Transport Canada if an application for a wind power plant is being submitted.
- PP8) Provide a copy of the approval from Alberta Transportation if a wind power plant that is within 300 metres (m) of a numbered highway is being applied for.
- PP9) Confirm that an application to Alberta Environment (AENV) has been made, if applicable, and list all other government departments and agencies from which approval is required.  
  
For wind power applications Alberta Sustainable Resource Development (ASRD) – Fish and Wildlife Division must be included on the referral list. The Commission requires a sign off from ASRD prior to processing any new wind power applications.  
  
For a municipality or a subsidiary of a municipality to hold an interest in a generating unit, documentation confirming compliance with Section 95 of *EUA* is required.
- PP10) Confirm that consultation has taken place with Alberta Community Development. If a historical and/or archaeological impact assessment is required, submit a summary describing any historical or archaeological sites and parks affected by the proposal.
- PP11) Provide the ISO assigned asset identification code, if available.
- PP12) Provide the legal description of the proposed power plant site (Legal Subdivision [LSD], Section, Township, Range, Meridian) and connection point, if applicable.

- PP13) For wind power plant applications, provide the longitude and latitude coordinates for the centre of each structure supporting a wind-powered generator. If after approval is granted, the location of any supporting structure has to be relocated more than 50 m from the coordinates stated in the application, the power plant proponent must re-apply to the Commission for approval to relocate the structure prior to construction.
- PP14) Describe the project site and the regional setting of the development.
- PP15) Describe the number of generating units and the total capacity (kilovoltampere [kVA], or megavoltampere [MVA]) for the project.
- PP16) Provide a general overview of environmental impacts (such as noise, visual, emissions, land disturbances, surface water).
- PP17) Describe the participant involvement information. (See Appendix A – Participant Involvement Program Requirements).
- PP18) List all occupants, residents, and landowners on lands within 2000 m of the project area, as well as other interested persons that were consulted as part of the participant involvement program. If there are populated areas just outside the 2000 m limit, applicants should consider including those areas in the participant involvement program.
- PP19) Supply a list of mailing addresses, with corresponding land locations and 2 sets of printed mailing labels of those parties mentioned in PP18 above.
- PP20) Identify any persons who expressed concerns about the project and the specifics of their concerns.
- PP21) Summarize discussions held with potentially directly and adversely affected persons.
- PP22) If potentially directly and adversely affected persons raised any concerns, describe how they were dealt with or being dealt with.
- PP23) For those potentially directly and adversely affected persons identified above, include a confirmation of resolution of the concerns, if applicable.
- PP24) Describe the existing land use.
- PP25) Discuss potential siting and land-use issues.
- PP26) If the power plant is to be located within an oil and gas facility, confirm the power plant will comply with the standards outlined in Sections 8.090 and 8.170 of the *Oil and Gas Conservation Regulations*.
- PP27) Provide a noise impact assessment, in accordance with the current rule on Noise Control.
- PP28) Provide details of the power generating equipment and associated facilities, such as make, model, and nominal capacity.
- PP29) Present the estimated power plant heat rates, efficiency, and details of cooling system.
- PP30) State the fuel requirements of the power plant, including type, source, method of handling, transportation, and environmental effects.

- PP31) State the projected annual electric energy production.
- PP32) Provide a legible plant site drawing showing all major equipment components.
- For wind power plants, provide a legible map showing the gathering system (i.e., the power lines connecting each wind turbine to the plant's main substation) and the locations of existing road allowances.
- PP33) Provide a legible map showing the power plant site boundaries and land ownership, as well as any residences and dwellings within 2000 m of the boundaries.
- PP34) Provide a legible map of the project area suitable for use in a public notice.
- PP35) Supply the expected in-service dates, and describe ramifications if the approval date cannot be met.
- PP36) Indicate the plant's emission rates, in kilograms per megawatt-hour (kg/MWh), of nitrogen oxides (NO<sub>x</sub>), sulphur dioxide (SO<sub>2</sub>), and primary particulate matter, and state whether the emissions will comply with the current Alberta Source Emission Standards.
- PP37) State whether the proposed plant will comply with the Alberta Ambient Air Quality Guidelines for ground-level concentrations of pollutants.
- PP38) Provide the EIA as an appendix to the application, if one has been conducted.

The applicant must obtain approval from AENV for thermal power plant facilities greater than 1 MW in total capacity at one site. An EIA is mandatory for thermal power plant facilities that use nongaseous fuel and are greater than 100 MW in total capacity; an EIA may be required for other power plant facilities regardless of total capacity. When an EIA is not mandatory, AENV will determine if it is necessary, based on the specific nature of the project. The applicant should consult with the Commission and AENV in the initial stages of preparing its application to determine the level of detail required.

PP39) If the power plant is to be connected to the Alberta Interconnected Electric System (AIES), irrespective of voltage level, provide the following information:

- an electrical single-line diagram obtained from the ISO or sanctioned by the ISO showing the transmission development plan for the interconnection, and
- a map, with land locations clearly indicated, showing where the additional transmission development would be in order to implement the interconnection to the AIES.

PP40) If the power plant is to be connected at distribution voltage level (generally less than 69 kV), the applicant must provide a statement from the Distribution Facility Owner (DFO) indicating that it is willing to connect its generating facilities.

PP41) For a municipality or a subsidiary of a municipality to hold an interest in a generating unit, documentation confirming compliance with Section 95 of the *EUA* is required.

PP42) For wind power application, provide legible maps and/or air photo mosaics upon which the proposed collector power line route or routes have been imposed and showing the residences, landowner names, and major land-use and resource features (e.g., vegetation, topography, soil type, existing land use, existing rights-of-way, existing or potential archaeological sites, and superficial and mineable resources).

### 3.3 Power Plant Application Schedule

MENU 
   [Help](#)

**Alberta Utilities Commission**

**DAY-MONTH-YEAR**  
12-Dec-2007

The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.

**Rule 007**  
**Power Plant Application**  
APPLICANT'S FILE NUMBER

Submission Status     **Submission Id**     Creation Date

**4. POWER PLANT** Help

1. Provide the name(s) of all other companies having ownership in the project, details of their incorporation, and the share in the project that each would have.
 

Click "Add Company" to include project ownership information (click "View" to view/edit or "Delete" to remove).

View	Delete	Company Name	Percentage	Details
<input type="button" value="View"/>	<input type="button" value="Delete"/>			

**Total Other Ownership:**  %
2. What is the energy source of the power plant?
3. Select type of generator used at the power plant:
4. Have you conducted a participant involvement program?    YES     NO 

If No, explain:
5. Are there outstanding public or industry objections and/or concerns?    YES     NO
6. Have you completed a noise impact assessment, as required by Rule 012: Noise Control?    YES     NO
7. Please provide the AESO Pool Participant Asset ID Number(s)
8. Is there an application for connection accompanying this power plant application?    YES     NO
- 8a. At what level is the connection:
 

Distribution Level     Transmission Level
9. Provide the legal description of the proposed plant site:  
(Provide latitude and longitude for each wind generating unit, if applicable.)  
(Provide latitude and longitude coordinates in decimal degrees.)
 

Lot#	Block#	Plan#
<input style="width: 40px;" type="text"/>	<input style="width: 40px;" type="text"/>	<input style="width: 100px;" type="text"/>

Click "Add Location" to include location information (click "View" to view/edit or "Delete" to remove).

View	Delete	Unit#	Lsd	Sec	Twp	Rge	Mer	Lat	Long
<input type="button" value="View"/>	<input type="button" value="Delete"/>								

If you have any questions or comments, please contact the [EAS Administrator](#).  
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## Power Plant Application Schedule – Guide

The Power Plant Application Schedule is for construction, operation, or alteration of a power plant 1 MW or greater. All the questions must be answered and all required information included. Once the applicant has completed this schedule, it may proceed to upload the attachments on EAS.

- 1) Provide the names of all **other** companies having ownership in the project, details of their incorporation, and the share in the project that each would have. (Note: Do not answer this question if the applicant is the sole owner of the project).
- 2) What is the energy source of the power plant?
- 3) Select type of generator used at the power plant.
- 4) Has the applicant conducted a participant involvement program? If the answer is “No” reasons must be provided. If the answer is “Yes”, details about the program must be provided in the Participant Involvement Program attachment.
- 5) Are there outstanding public or industry objections and/or concerns?
- 6) Has a noise impact assessment been completed, as required by the current rule on Noise Control?
- 7) Provide Electric Facility ID Number(s) (Power Pool-Assigned Asset ID Code).
- 8) Is there an application for connection accompanying this power plant application?

If Yes: the applicant must include an Interconnection application type together with the Power Plant application type in Schedule 1.

If No: the applicant must then answer Question 8a: “At what voltage level is the connection” and select either Distribution level or Transmission level.

- 9) Provide the legal description of the proposed plant site (and latitude and longitude for each wind generating unit, if applicable). Note: For wind power plant applications, provide the longitude and latitude coordinates for the centre of each structure supporting a wind-powered generator. For all other power plant types, provide the longitude and latitude coordinates of the powerhouse.

### 3.4 Power Plant Application Attachments

The EAS process requires an applicant for power plant approval to upload each section as a separate attachment. Information requirements for each attachment are combinations of those described in previous sections and grouped in the following tables;

ATTACHMENT	INFORMATION REQUIREMENTS
Application	Requirements No. (PP1), (PP2), (PP3), (PP4), (PP9), (PP10), (PP11), (PP12), (PP13), (PP14), (PP15), (PP16), (PP24), (PP25), (PP26), (PP28), (PP29), (PP30), (PP31), (PP35), (PP36), (PP37), and (PP41)
Development Permit	Requirement No. (PP5)
Participant Involvement Program	Requirements No. (PP6), (PP17), (PP18), (PP19), (PP20), (PP21), (PP22), and (PP23)
Mailing Labels	Requirement No. (PP19)
Noise Impact Assessment	Requirement No. (PP27)
Alberta Transportation Approval	Requirement No. (PP8) (For wind power plant applications)
NAV Canada Approval	Requirement No. (PP7) (For wind power plant applications)
Transport Canada Approval	Requirement No. (PP7) (For wind power plant applications)
Project Area Map	Requirement No. (PP34), (PP39), (PP42)
Plant Site Boundary Map	Requirement No. (PP33)
Plant Site Drawing	Requirement No. (PP32)
Environmental Impact Assessment	Requirement No. (PP38)

**Additional attachments for Power Plants applications without accompanying application for connection (i.e., if the answer is “No” to Question 8 on the Power Plant Schedule)**

If the power plant is to be connected at transmission voltage level (generally 69 kV or greater), the following information must be provided in the attachments indicated below:

Electric Single-line Diagram	Requirement No. (PP39)
Project Area Map	Requirement No. (PP39)

If the power plant is to be connected to a distribution system, (generally less than 69 kV) the following information must be provided in the attachments indicated below.

Connection Agreement	Requirement No. (PP40)
----------------------	------------------------

For Power Plants applications that request interconnection order (i.e., if the answer was “Yes” to Question 8 on the Power Plant Schedule and checked the Interconnection Application type on Schedule 1), the applicant has to upload the Interconnection Application Attachments, as explained in this Rule.

## 4 Small Power Plant Applications Less Than 1 Megawatt (MW)

### 4.1 Small Power Plant Applications Information Requirements

If the applicant is applying for construction, operation, or alteration of a small power plant (less than 1 MW), it must fill out the Small Power Plant Application Schedule. All the questions must be answered and include all the information required. Once this schedule is completed, the applicant may proceed to upload the attachments. The information requirements for small power plant applications are presented in the Small Power Application Schedule as well as in the following Small Power Application Attachments.

Note that when submitting an application using the Small Power Plant Application Schedule, an application is made pursuant to Sections 11 and 18 of the *HEE Act*. Therefore, an accompanying interconnection application is not required.

## 4.2 Small Power Plant Application Schedule

<b>MENU</b>	<input type="button" value="Print"/>	<input type="button" value="Save"/>	<input type="button" value="Sched 1"/>	<input type="button" value="Close"/>	<b>Help</b>
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<b>Alberta Utilities Commission</b>	<b>Rule 007</b>
<b>DAY-MONTH-YEAR</b>	<b>Small Power Plant Application</b>
<b>12-Dec-2007</b>	APPLICANT'S FILE NUMBER
<p>The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.</p>	
Submission Status <input type="text" value="Incomplete"/>	Submission Id <input type="text" value="217778"/>
Creation Date <input type="text" value="12-Dec-2007"/>	

### 4. SMALL POWER PLANT Help

AESO Pool Participant Asset ID Number:

1. Provide the name(s) of all other companies having ownership in the project, details of their incorporation, and the share in the project that each would have.
 

Click "Add Company" to include project ownership information (click "View" to view/edit or "Delete" to remove).

View	Delete	Company Name	Percentage	Details
<input type="button" value="View"/>	<input type="button" value="Delete"/>			

**Total Other Ownership:**  %
2. What is the energy source of the power plant?
3. Select type of generator used at the power plant:
4. Power Plant Operator/Owner (If different from applicant):
5. Provide the legal description of the proposed plant site:  
(Provide latitude and longitude for each wind generating unit, if applicable.)  
(Provide latitude and longitude coordinates in decimal degrees.)
 

Lot#	Block#	Plan#
<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 100px;" type="text"/>

Click "Add Location" to include location information (click "View" to view/edit or "Delete" to remove).

View	Delete	Unit#	Lsd	Sec	Twp	Rge	Mer	Lat	Long
<input type="button" value="View"/>	<input type="button" value="Delete"/>								
6. Name plate capacity (kW)
7. Number of units
8. Projected annual electric production (kWh)
9. Expected plant-in-service date(dd-mmm-yy)
10. Utility company to be connected to
11. Agreement from utility company for connection: Yes  No
- 11a. If Yes, legal description of the connection point is: (Provide latitude and longitude coordinates in decimal degrees)
 

Lsd	Sec	Twp	Rge	Mer	Lat (NAD 83)	Long (NAD 83)	Lot#	Block#	Plan#
<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 100px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>	<input style="width: 50px;" type="text"/>
- 11b. If No, state how you will achieve connection to the Alberta Electric System
12. Voltage level of connection:  Volts
13. Is the energy produced to be used solely by the power plant owner? Yes  No

14. If the power plant owner does not use all the energy produced, will the surplus be sold to the Alberta Power Pool? Yes  No

If No, elaborate on how you will manage the surplus energy produced:

15. Will the plant meet the Alberta Ambient Air Quality Guidelines (thermal plants only)? Yes  No

16. Will you attach a noise impact assessment, as per Rule 012: Noise Control? Yes  No

If No, State why not:

17. Have you conducted a participant involvement program? Yes  No

If No, State why not:

17a. Are there public objections? Yes  No

18. Will you attach a copy of an approval for a development permit from the appropriate municipal district or county? Yes  No

If No, State why not:

19. Will you attach a copy of an approval from NAV CANADA and Transport Canada if the application is for the approval of a wind power plant? Yes  No

If No, State why not:

20. Does the proposed plant comply with Fencing Standards as described in Sections 8.170 and 8.090 of the Oil and Gas Conservation Regulations? Yes  No

If No, State why not:

21. Will you attach a copy of Alberta Transportation Approval for a wind plant located within 300 meters from a numbered highway? Yes  No

If No, State why not:

If you have any questions or comments, please contact the [EAS Administrator](#).  
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## Small Power Plant Application Schedule – Guide

An applicant must provide the following information, and answer the following questions, in the Small Power Plant Schedule:

Provide the Power Pool-Assigned Asset ID code (Applicable only for a power plant proposed to be connected to the local utilities system)

- 1) Provide the name(s) of all **other** companies having ownership in the project, details of their incorporation, and the share in the project that each would have. (Note: Do not answer this question if the applicant is the sole owner of the project).
- 2) What is the energy source of the power plant?
- 3) Select type of generator used at the power plant
- 4) Power plant operator/owner (if different from applicant)
- 5) Provide the legal description of the proposed plant site (and latitude and longitude for each wind generating unit, if applicable). Note: For wind power plant applications, provide the longitude and latitude coordinates for the centre of each structure supporting a wind-powered generator. If after approval is granted, the location of any supporting structure has to be relocated more than 50 m from the coordinates stated in the application, the power plant proponent must re-apply to the Commission for approval to relocate the structure prior to construction. For all other power plant types, provide the longitude and latitude coordinates of the powerhouse.
- 6) Name plate capacity (kW)
- 7) Number of units
- 8) Projected annual electric production (kWh)
- 9) Expected plant in-service date
- 10) Utility company to be connected to
- 11) Agreement with utility company for connection – Yes or No
  - If the answer is “Yes”, then question 11a must be answered by providing the legal description of the connection point location.
  - If the answer is “No”, how a connection to the Alberta Electric System will be achieved must be explained. (Note: if “No” is answered because the process of negotiating and agreement with the utility company is still in progress, the applicant should say so; and should also provide the utility person contact information)
- 12) Voltage level of the connection
- 13) Is the energy produced to be used solely by the power plant owner? Yes or No
  - Note:** If the answer is “No” the Commission will assess whether an approval pursuant to Section 11 of the *HEE Act* would be issued or whether the proposal can be exempted pursuant to Section 13 of the *HEE Act*.
- 14) If the power plant owner does not use all the energy produced, will the surplus be sold to the Alberta Power Pool? – Yes or No
  - Note:** If the answer is “No” then elaborate on how the surplus energy produced will be managed.

15) Will the plant meet the Alberta Ambient Air Quality Guidelines (thermal plants only) – Yes or No

16) Will a noise impact assessment be attached, as per the current rules for Noise Control?

(a) If the answer is “No”, why a noise impact assessment is not required must be explained.

(b) If the answer is “Yes”, the Noise Impact Assessment Attachment must be uploaded.

17) Has a participant involvement program been conducted?

(a) If the answer is “No”, reasons must be provided.

If the answer is “Yes”, details about the program must be provided in the Participant Involvement Program Attachment.

Answer Question 17a: Are there public objections? - Yes or No.

18) Will a copy of an approval for a development permit from the appropriate municipal district or county be attached? Yes or No

(a) If the answer is “No”, reasons must be provided.

If the answer is “Yes”, the Development Permit Attachment must be uploaded.

19) Will a copy of an approval from NAV Canada and from Transport Canada be attached if the application is for the approval of a wind power plant? Yes or No

If the answer is “No”, reasons must be provided.

If the answer is “Yes,” both the NAV Canada Approval Attachment and the Transport Canada Approval Attachment must be uploaded.

20) If the proposed power plant is to be located within an oil and gas facility, does the proposed plant comply with Fencing Standards as described in Sections 8.090 and 8.170 of the *Oil and Gas Conservation Regulations*? Yes or No. If the answer is “No”, reasons must be provided .

21) Will a copy of Alberta Transportation Approval for a wind plant located within 300 meters from a numbered highway be attached? Yes or No

If the answer is “No”, reasons must be provided.

If the answer is “Yes”, the Alberta Transportation Approval Attachment must be uploaded.

22) For a municipality or a subsidiary of a municipality to hold an interest in a generating unit, documentation confirming compliance with Section 95 of *EUA* is required.

### 4.3 Small Power Plant Application Attachments

The EAS process requires an applicant for small power plant approval to upload each section as a separate attachment. Information requirements for each attachment are grouped in the following tables.

ATTACHMENT	INFORMATION REQUIREMENTS
Development Permit	Confirmation that the applicant has submitted an application for a development permit from the appropriate municipal district or county. (Required if the answer was "Yes" to Question 18 on the Small Power Plant Schedule)
Participant Involvement Program	Details of the participant involvement program or a statement that the applicant has conducted the participant involvement program as detailed in Participant Involvement Program Requirements (Appendix A) and that there are no participant objections and/or concerns (Required if the answer was "Yes" to Question 17 on the Small Power Plant Schedule)
Objection Summary	A description of the nature of the objection(s) with the names, addresses, and telephone numbers of the objecting parties. (Required if the answer was "Yes" to Question 17a on the Small Power Plant Schedule)
Noise Impact Assessment	Provide a noise impact assessment, in accordance with the current rules for Noise Control. (Required if the answer was "Yes" to Question 16 on the Small Power Plant Schedule)
Alberta Transportation Approval	Confirmation that an application has been submitted for approval from Alberta Transportation if applying for a wind power plant that is within 300 metres (m) of a numbered highway. (Required if the answer was "Yes" to Question 21 on the Small Power Plant Schedule)
NAV Canada Approval	Confirmation that an application has been submitted for approval from NAV CANADA if submitting an application for a wind power plant. (Required if the answer was "Yes" to Question 19 on the Small Power Plant Schedule)
Transport Canada Approval	Confirmation that an application has been submitted for approval from Transport Canada if submitting an application for a wind power plant. (Required if the answer was "Yes" to Question 19 on the Small Power Plant Schedule)
Plant Site Drawing	Provide a legible plant site drawing showing all major equipment components.
Electric Single-line Diagram	Provide an electric single-line diagram showing the power plant and the interconnection point with the Alberta electric system

## 5 Interconnection Applications

If an applicant is applying for interconnection (pursuant to Section 18 of the *HEE Act*) of a power plant to the Alberta Interconnected Electric System or for interconnection of two transmission elements owned by different parties, the applicant must include all the information requirements outlined below – Interconnection Application Schedule, and upload the required Interconnection Attachments.

### 5.1 Information Requirements

#### 5.1.1 Connection at Voltage Level Less than 69 kV

IC1) Provide a statement that the local distribution company has agreed to interconnection, the LSD of the interconnection point, and an electric single-line diagram showing the interconnection point with the company. This agreement must reflect that the interest of current customers of the distribution company are served, that provision for future customer load has been made, and that both parties (generator and wire owner) are satisfied with the arrangement and its implications.

### 5.1.2 Connection at the Transmission System – Voltage Level 69 kV or Greater

The power plant proponent has to obtain the information requirement for this section from the ISO or provide the same done by qualified in-house personnel or consultants and endorsed by ISO.

- IC2) Provide local area load flow studies, including contingency analysis, with sufficient detail to demonstrate that the proposed interconnection would conform with current accepted planning criteria. Present the report of these studies with sufficient graphical outputs, which should be labeled and indexed to provide clarity as to what was studied.
- IC3) For connection of power plants with total capacity of 70 MW or larger, provide dynamic studies to determine the impact of the new generation on the transient and dynamic stability of the Alberta Interconnected Electric System (AIES). These dynamic studies should include system response to close-in and worst-case three-phase faults with and without the new plant addition to show the relative system performance. Study results should include macro-system quantities, such as machine angles, major bus voltages, major line active and reactive power flows, and system frequency. Present the report for the studies with sufficient graphical outputs labeled and indexed to provide clarity as to what was studied. For power plants with total capacity over 10 MW but less than 70 MW, the Commission, in consultation with ISO, will assess the need for dynamic studies.
- IC4) For connection of wind farms, provide details of how dynamic voltage control and “Low Voltage Ride Through” ability respectively to conform with the current accepted standard are provided at the point of interconnection. Details should include control block diagrams of the voltage control system and time domain responses to illustrate dynamics and stability of the voltage control system.
- IC5) Provide short circuit levels at substations near the proposed connection.
- IC6) Provide the most up-to-date functional specifications when the application is filed and the final functional specification before construction of the project begins.
- IC7) Include a cost estimate for the connection and required system upgrades.
- IC8) Explain proponent’s contribution, if any, toward the capital cost of the interconnection.

5.2 Interconnection Application Schedule

<b>MENU</b>	Print	Save	Sched 1	Close	<b>Help</b>
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<b>Alberta Utilities Commission</b>	<b>Rule 007</b>
<b>DAY-MONTH-YEAR</b> 12-Dec-2007	<b>Interconnection Application</b> APPLICANT'S FILE NUMBER <input style="width: 100%;" type="text"/>
The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.	
Submission Status <input type="text" value="Incomplete"/>	Submission Id <input type="text" value="217778"/> Creation Date <input type="text" value="12-Dec-2007"/>

**4. INTERCONNECTION** **Help**

1. Provide the name(s) of all other companies having ownership in the project, details of their incorporation, and the share in the project that each would have.
 

Click "Add Company" to include project ownership information (click "View" to view/edit or "Delete" to remove).

	View	Delete	Company Name	Percentage	Details
<input type="button" value="View"/>	<input type="button" value="Delete"/>				

**Total Other Ownership:**  %
2. Have you conducted a participant involvement program? YES  NO 

If No, explain:
3. Are there outstanding public or industry objections and/or concerns? YES  NO
4. Is this application to connect a power plant or two transmission elements of different ownership?

Power Plant     Transmission Elements
5. Is this application for connection at the distribution voltage level (generally below 69kV) or transmission voltage level (generally 69kV or greater)?

Distribution Level     Transmission Level
6. If this application is for connection of a power plant at the transmission voltage level, what is the capacity of the plant?

Less than 70 MW     More than 70 MW
7. Provide the legal description, latitude and longitude of the interconnection point of the power plant with the AIES.
 

Lsd	Sec	Twp	Rge	Mer	Lat (NAD 83)	Long (NAD 83)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If you have any questions or comments, please contact the [EAS Administrator](#).  
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## Interconnection Application Schedule – Guide

- 1) Provide the names of all **other** companies having ownership in the project, details of their incorporation, and the share in the project that each would have. (Note: Do not answer this question if the applicant is the sole owner of the project).
- 2) Has the applicant conducted a participant involvement program? If the answer is “No” reasons must be provided. If the answer is “Yes”, details about the program must be provided in the Participant Involvement Program attachment.
- 3) Are there outstanding public or industry objections and/or concerns?
- 4) Is this application to connect a power plant or two transmission elements of different ownership?
- 5) Is this application for connection at the distribution voltage level (generally below 69 kV) or transmission voltage level (generally 69 kV or greater)?
- 6) If this application is for connection of a power plant at the transmission voltage level, what is the capacity of the plants? Select either “Less than 70 MW” or “More than 70 MW”
- 7) Provide the legal description, latitude and longitude of the interconnection point of the power plant with the AIES.

### 5.3 Interconnection Application Attachments

If the power plant is to be connected at transmission voltage level (generally 69 kV or greater), the following information must be provided in the attachments indicated below:

<b>Application</b>	Requirements No. (IC4), (IC7), (IC8)
<b>Load Flow Studies</b>	Requirement No. (IC2)
<b>Functional Specifications</b>	Requirement No. (IC6)
<b>Dynamic Studies</b>	Requirement No. (IC3) for plants 70 MW or more
<b>Short Circuit Studies</b>	Requirement No. (IC5)

If the power plant is to be connected to a distribution system, (generally below 69 kV) the following information must be provided in the attachments indicated below.

<b>Application</b>	Requirement No. (IC1)
<b>Connection Agreement</b>	Requirement No. (IC1)
<b>Interconnection Point Diagram</b>	Requirement No. (IC1)

## 6 Needs Identification Applications to Construct or Alter a Substation or Transmission Line

The ISO is responsible for justifying the need for the construction of new projects or alterations to existing facilities. This obligation is set out in Section 34 of the *EUA* and is further clarified in the Transmission Regulation. That obligation is referred to in this Rule as the ISO need application.

Section 34 of the *EUA* outlines the process, the Transmission Regulation outlines the required elements of the need application and this Rule sets out the details of the information to be included in a need application.

Pursuant to the Transmission Regulation, Needs Identification Documents (NID) are not required for maintenance upgrades, enhancements or other modifications to a transmission facility proposed by a TFO if the maintenance upgrade, enhancement or other modification improves the efficiency or operation of the transmission facility but does not materially affect transmission facility capacity.

The Transmission Regulation provides for an abbreviated needs identification approval process. The abbreviated needs process can be found in the AUC Rules Respecting Use of Abbreviated Needs Process.

Other than an application submitted for approval pursuant to the AUC Rules Respecting Use of Abbreviated Needs Process, the application process for generation and load system access service requests and system projects is detailed below.

- (a) Where a new transmission facility is required, the ISO will normally prepare the NID which can be submitted either as a stand-alone application or jointly with the TFO's facility application.
- (b) Interconnection proposals for generator and industrial customers may also be submitted as stand-alone applications or jointly with the TFO's facility application.
- (c) In a joint application, the two documents will be dealt with in a single Commission process. However, the ISO will remain responsible for any concerns raised with the need or proposed method of interconnection.
- (d) A need approval will be issued to the ISO at the same time as a permit and licence to the TFO.
- (e) When a TFO is delegated by the ISO to provide the project need information, it will submit as part of its facility application to the Commission, the NID and interconnection proposal.
- (f) The ISO will submit an endorsement letter to the Commission endorsing both the need and the interconnection proposal presented by the TFO. A permit and licence will be issued for the facility but no need approval will be issued.

### 6.1 ISO Needs Identification Application Information Requirements

Need applications, regardless of who prepares them, should address the following background and technical information requirements. The information requirements set out below may not be applicable in all cases; they will vary with the complexity and size of the project.

In addition to the requirements listed in the Transmission Regulation, the following information is also required.

With respect to the current and future operation of the existing transmission system:

NID1) Last five-year summer and winter peak substation loads recorded

NID2) Short circuit levels of all substations in the area under consideration before and after the proposed expansion or enhancements are completed

With respect to the nature of constraints and conditions affecting the operation of the existing transmission system:

NID3) The method to determine and the magnitude of the transfer-out capability of the transmission system prior to and subsequent to the addition of the proposed transmission expansion or enhancement and for any alternatives assessed

With respect to comparison between alternatives considered and the preferred option:

NID4) Comparison of the preferred option and alternatives in details, including:

- economic assessment,
- capital costs,
- flexibility in terms of how the preferred option or the alternatives would contribute to overall system development

NID5) Rating of the new substation and/or transmission lines(s) for the spectrum of operating conditions expected

NID6) Expected reductions in transmission system losses

NID7) System performance by way of load flow studies, stability studies, reactive, and other necessary studies

NID8) Substation configuration

NID9) Transmission circuit configuration and the rationale for the choice of conductor size and arrangement

With respect to cost breakdown:

NID10) For expansions to existing facilities or new transmission facility additions, a detailed cost breakdown for both the applied for option and all alternatives with an accuracy tolerance within plus or minus 30%. This cost breakdown must be provided in the format shown in Appendix B2.

NID11) For industrial interconnections or megaprojects, a detailed cost breakdown for both the applied for option and all alternatives with an accuracy tolerance within plus or minus 30%. This cost breakdown must be provided in the format shown in Appendix B2.

NID12) In those cases where ISO is identifying, as part of its application, a particular area in which the TFO should attempt to ultimately locate the proposed transmission facilities (e.g., a preferred “corridor”), ISO is expected to examine alternatives, and elaborate on the rationale for recommending the preferred option, having regard for the following major aspects, where applicable:

1) AGRICULTURAL IMPACT

- (a) Loss of crops. This would include short-term loss caused by construction; longer-term losses possible from soil erosion, rutting, drainage, disturbance, and soil mixing; and permanent loss of crop under or adjacent to the tower base.
- (b) Short-term disruption of farming and livestock grazing resulting from construction.
- (c) Reduced efficiency of field operations.
- (d) Restrictions on use of aircraft and high-pressure irrigation systems.
- (e) Risk of collision with tower; damage to equipment, lost time, liability for damage to tower and secondary liabilities.
- (f) Reduction in yield adjacent to towers due to overlapping farming operations and added soil compaction.
- (g) Added cost and inconvenience of weed control under towers.
- (h) Impact of height restrictions on equipment during field operations.
- (i) Psychological impact of line.
- (j) Loss of shelter belts.
- (k) Shared use with other utilities and transmission lines.
- (l) Interference with citizen band radios.

2) RESIDENTIAL IMPACT

- (a) Decrease of property values.
- (b) Loss of developable lands and constraints on development.
- (c) Relocation or removal of residence.
- (d) Psychological impact of the line.
- (e) Noise and TV interference.
- (f) Windbreak and other vegetation removal.
- (g) Conflict with recreational use of land holdings.
- (h) Public versus private land.

3) ENVIRONMENTAL IMPACT

- (a) Increased public accessibility to wildlife areas.
- (b) Alteration of natural areas and interference with outdoor educational opportunities.
- (c) Use of the Restricted Development Area.
- (d) Effect on erosion.
- (e) Unique ecological areas.

4) COST

- (a) Construction cost.
- (b) Land acquisition costs.

5) ELECTRICAL CONSIDERATIONS

- (a) Ease of connections to future load areas.
- (b) Reliability and reparability of the line.

(c) Access for construction and maintenance of the line.

6) VISUAL IMPACT

- (a) Visual impact of tree removal as seen from roads and recreational installations.
- (b) Visual impact on dispersed recreational users such as hikers, fishermen, hunters, scenic viewers, and cross country skiers.
- (c) Visual impact of towers and lines as seen from residences, farms, roads, and recreational installations.

7) SPECIAL CONSTRAINTS

- (a) Electrical interference with radio transmitting stations, and other telecommunication equipment etc.

NID13) Describe the participant involvement program conducted by the ISO for the need application, and the rationale used to develop the participant involvement program and determine the extent of participant involvement (See Appendix A – Participant Involvement Program Requirements). To the extent reasonable due to the nature of the participant involvement, a summary of how the ISO addressed those issues raised by participants should be included in the need application.

6.2 ISO Needs Identification Application Schedule

Please note that only Schedule 1 is required for ISO Need Applications.

6.3 ISO Needs Identification Application Attachments

The EAS process requires the ISO or the delegated TFO to upload the application containing Information requirements grouped in the following tables.

Application	Section 11(3) and Section 11(4) of the Transmission Regulation and Requirements No. (NID1) to (NID13).
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7 Transmission Line / Substation Applications

If an applicant is applying to construct or alter a substation or transmission line, the applicant must include the following background and technical requirements outlined below. Fill out this Rule – Transmission Line and/or Substation Application Schedule, and upload the required Transmission Line and/or Substation Attachments.

7.1 Information Requirements

- TS1) Identify the sections of the *HEE Act* under which the application is made.
- TS2) Identify any other acts (e.g., *EUA*, *Environmental Protection and Enhancement Act*) that may affect the proposed project.
- TS3) State the approvals that are being applied for from the Commission.
- TS4) Where existing facilities are being altered, state the existing order /authority (i.e., approvals, permits, and licences) for each facility.

- TS5) Provide details and outcome of consultation with local jurisdictions (e.g., municipal districts, counties).
- TS6) Provide a list of companies that may be affected by the project, confirm that these companies have no concerns regarding the application, and indicate which other agreements are necessary to carry out the project.
- TS7) Provide a description of the proposed project.
- TS8) Provide a copy of the ISO Direct Assignment letter pursuant to the *EUA*.
- TS9) Give the dates by which both the approval and the proposed facilities are required; state the ramifications if they are not available at that time.
- TS10) Describe any transmission line routing alternatives to the proposal and compare the relative impacts (environmental, social, and economic) of these alternatives with the proposal.
- TS11) Describe the participant involvement program that has been conducted (See Appendix A – Participant Involvement Program Requirements). The public notification should include all occupants, residents, and landowners within 800 m measured from the centre of the right of way for a proposed transmission line, and/or 800 m measured from the boundary of the proposed substation. The personal consultation should include all occupants, residents, and landowners on or directly adjacent to the proposed right of way for the transmission line and/or proposed substation site location.
- TS12) List all occupants, residents, and landowners, as well as other interested parties, that were contacted as part of the participant involvement program.
- TS13) Supply a list of mailing addresses, with corresponding land locations and 2 sets of printed mailing labels of those parties mentioned in TS12 above.
- TS14) Identify any persons who expressed concerns about the project and the specifics of their concerns.
- TS15) Summarize discussions held with potentially directly and adversely affected persons.
- TS16) If potentially directly and adversely affected persons raised any concerns, describe how the concerns were dealt with or will be dealt with.
- TS17) For those potentially directly and adversely affected persons identified above, include a confirmation of resolution of the concerns, if applicable.
- TS18) Describe the design and operating voltage of the transmission line and/or substations.
- TS19) Provide the continuous and maximum ratings of the transmission line for the various operating conditions as stipulated by ISO and the expected transmission line losses. Describe changes, if any, proposed by the TFO.
- TS20) If ISO requires the TFO, who has been directly assigned for the proposed project, to determine the choice of conductors, describe conductor size and arrangement selected and the basis for conductor selection.

- TS21) Describe the proposed transmission line structure type, including height and spacing; if more than one type of structure is proposed, state where each type will be used.
- TS22) State the right-of-way width and the basis for determining the width.
- TS23) Describe all major substation equipment being applied for and list the final major equipment in the substation.
- TS24) Describe the switching and protection features of the proposed transmission facilities.
- TS25) Describe the electrical interaction of proposed lines with other facilities, such as pipelines, telephone, radio, and television transmission facilities, and other surface structures.
- TS26) Describe the changes to existing facilities that would be required to accommodate the proposed facilities.
- TS27) Provide a legible map defining the study area and state the reasons for the chosen area.
- TS28) Provide legible maps and drawings of the proposed facilities showing
- the preferred transmission line route and any alternative routes;
  - right-of-way widths;
  - location of the transmission line on the right-of-way;
  - location of the transmission line relative to property lines; and
  - mile (kilometre) points along each transmission line route.
- TS29) Provide legible maps and/or air photo mosaics upon which the proposed transmission line route or routes have been imposed and showing the residences, landowner names, and major land-use and resource features (e.g., vegetation, topography, soil type, existing land use, existing rights-of-way, existing or potential archaeological sites, and superficial and mineable resources).
- TS30) Provide a legible map of the project area suitable for use in a public notice.
- TS31) Provide an electric single-line diagram or switching map showing new facilities in place in the system. In the case of a substation, provide an electric single-line diagram and a substation layout, including major items of equipment and the fenced boundaries of the station.
- TS32) Discuss the construction schedule, equipment and method of construction, and method of eventual right-of-way maintenance.
- TS33) Provide the most up-to-date functional specifications when the application is filed and the final functional specification before construction of the project begins.
- TS34) Provide a Noise Impact Assessment in accordance with the current AUC Rule on Noise Control for new substations and transformer additions within an existing substation.

### 7.1.1 Environmental Information

Approval from Alberta Environment (AENV) may be required. The Applicant should contact AENV directly to ascertain if such is the case. All applications must state that the applicants will comply with AENV's *Guide for Transmission Lines*, pursuant to the *Environmental Protection and Enhancement Act and Regulations*.

Each application must include environmental information, with the level of detail appropriate to the impacts created by the project. The Commission will determine the detail on a project-by-project basis. The Commission expects applications for higher-voltage transmission lines of significant length will be more detailed. In some instances, an environmental impact assessment (EIA) may be required. If the ISO has provided information in the related NID, the TFO should expand on that information by way of route site specific information for the applied-for route and alternatives, if any. Notwithstanding, the information listed in TS33 through TS38 below must be provided.

- TS35) For right-of-way clearing and maintenance, provide a copy of the Conservation and Reclamation Plan, as required by AENV (if applicable).
- TS36) Landscape plan—indicate those areas that require screening or landscaping, and the measures to be used.
- TS37) Aesthetics—indicate those areas that have been identified as significant viewpoints, and describe the measures proposed to minimize the impact of towers and rights-of-way within the view area.
- TS38) Tower location—indicate the flexibility available in locating towers to reduce the inconvenience to residents and their day-to-day activities.
- TS39) Archaeological and historical impacts—confirm that consultation has taken place with Alberta Community Development. If a historical and/or archaeological impact assessment is required, briefly describe any historical or archaeological sites and parks along the routes, with emphasis on major features close to or traversed by the route.
- TS40) For proposed route(s) and possible alternatives that will result in significant environmental impacts:
  - i) Describe the environmental evaluation of the study area, identifying the environmental factors leading to the selection of the proposed route(s).
  - ii) Show the major land-use and resource features (e.g., agriculture, residences, recreation, forestry, fish, wildlife, and visual and sensitive areas) for each route in a table in appropriate units (by kilometre, total number, etc.). Provide supporting written discussion showing the significance of impacts upon each major land-use and resource feature for each route.
  - iii) Present an overall comparison of the environmental impacts and costs associated with the alternative routes and proposed route and identify the environmentally preferred route.
  - iv) Summarize any discussions held with municipalities to ensure compatibility of the proposed facility with various municipal services if a proposed transmission line passes through or immediately adjacent to an urban centre.

## 7.1.2 Economic Assessment

- TS41) Provide a detailed cost breakdown of all alternatives on a common basis with an accuracy tolerance within plus 20% minus 10%. This cost breakdown must be provided in the format shown in Appendix B1. Where identifiable, include costs to be borne by persons other than the applicant and the applicant's customer(s) in the comparison. This information requirement may not be applicable to merchant line applications.

7.2 Transmission Line/Substation Application Schedules

<b>MENU</b>	<input type="button" value="Print"/>	<input type="button" value="Save"/>	<input type="button" value="Sched 1"/>	<input type="button" value="Close"/>	<input type="button" value="Help"/>
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<b>Alberta Utilities Commission</b>	<b>Rule 007</b>
<b>DAY-MONTH-YEAR</b> 12-Dec-2007	<b>Transmission Line Application</b> APPLICANT'S FILE NUMBER <input style="width: 100%;" type="text"/>

The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.

Submission Status <input type="text" value="Incomplete"/>	Submission Id <input type="text" value="217778"/>	Creation Date <input type="text" value="12-Dec-2007"/>
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<b>4. TRANSMISSION LINE</b>	<b>Help</b>
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1. Provide the name(s) of all other companies having ownership in the project, details of their incorporation, and the share in the project that each would have.
 

Click "Add Company" to include project ownership information (click "View" to view/edit or "Delete" to remove).

View	Delete	Company Name	Percentage	Details
<input type="button" value="View"/>	<input type="button" value="Delete"/>			

**Total Other Ownership:**  %
  
2. Have you conducted a participant involvement program? YES  NO 

If No, explain:
  
3. Are there outstanding public or industry objections and/or concerns? YES  NO
  
4. Provide Electric Facility ID Number(s):
  
5. Provide legal descriptions, including latitudes and longitudes of start and end points of the transmission line. (Provide latitude and longitude coordinates in decimal degrees)
 

Start Point of Transmission Line						
Lsd	Sec	Twp	Rge	Mer	Lat (NAD 83)	Long (NAD 83)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
End Point of Transmission Line						
Lsd	Sec	Twp	Rge	Mer	Lat (NAD 83)	Long (NAD 83)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>

If you have any questions or comments, please contact the [EAS Administrator](#).  
© Alberta Utilities Commission

## Alberta Utilities Commission

Rule 007

DAY-MONTH-YEAR

Substation Application

12-Dec-2007

APPLICANT'S FILE NUMBER

The applicant certifies that the information provided here and in all supporting documentation is correct and in accordance with all regulatory requirements or as directed by the Alberta Utilities Commission.

Submission Status Submission Id Creation Date 

## 4. SUBSTATION

Help

1. Provide the name(s) of all other companies having ownership in the project, details of their incorporation, and the share in the project that each would have.

Click "Add Company" to include project ownership information (click "View" to view/edit or "Delete" to remove).

View	Delete	Company Name	Percentage	Details
<input type="button" value="View"/>	<input type="button" value="Delete"/>			

Total Other Ownership:  %

2. Have you conducted a participant involvement program? YES  NO

If No, explain:

3. Are there outstanding public or industry objections and/or concerns? YES  NO

4. Provide Electric Facility ID Number(s):

5. Provide legal description, latitude and longitude of the substation.  
(Provide latitude and longitude coordinates in decimal degrees.)

Lsd	Sec	Twp	Rge	Mer	Lat (NAD 83)	Long (NAD 83)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If you have any questions or comments, please contact the [EAS Administrator](#).  
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## **Transmission Line and Substation Application Schedule – Guide**

Please note that one Transmission Line Application Schedule must be filled out for each transmission line being applied for. As well, one Substation Application Schedule must be filled out for each substation being applied for.

- 1) Provide the names of all **other** companies having ownership in the project, details of their incorporation, and the share in the project that each would have. (Note: Do not answer this question if the applicant is the sole owner of the project).
- 2) Has a participant involvement program been conducted? If the answer is “No”, reasons must be provided . If the answer is “Yes”, details about the program must be provided in the Participant Involvement Program attachment.
- 3) Are there outstanding public or industry objections and/or concerns?
- 4) Provide Electric Facility ID Number(s)
- 5) Provide the legal description, including latitude and longitude of start and end points of the transmission line or the location of the substation, whichever is the case.

### 7.3 Transmission Line Application Attachments

The EAS process requires an applicant to upload each section as a separate attachment. Information requirements for each attachment are combinations of those described in previous sections and grouped in the following tables:

ATTACHMENTS	INFORMATION REQUIREMENTS
Application	Requirements No. (TS1), (TS2), (TS3), (TS4), (TS5), (TS6), (TS7), (TS9), (TS10), (TS18), (TS19), (TS20), (TS21), (TS22), (TS24), (TS25), (TS26), (TS32), and (TS41)
ISO Direct Assign Letter	Requirement No. (TS8)
Air Photo Mosaics	Requirement No. (TS29)
Conservation & reclamation Plan	Requirement No. (TS35)
Project Area Map	Requirement No. (TS30)
Route Map	Requirement No. (TS28)
Transmission Line Map	Requirement No. (TS27)
Participant Involvement Program	Requirements No. (TS11), (TS12), (TS13), (TS14), (TS15), (TS16), and (TS17)
Environmental Impact	Requirements No. (TS36), (TS37), (TS38), (TS39), (TS40)
Functional Specification	Requirement No. (TS33)

## 7.4 Substation Application Attachments

After completing a Substation Application Schedule, the applicant must upload the following attachments containing the information as indicated below

ATTACHMENT	INFORMATION REQUIREMENTS
Application	Requirements No. (TS1), (TS2), (TS3), (TS4), (TS5), (TS6), (TS7), (TS9), (TS18), (TS23), (TS24), (TS32), (TS41)
ISO Direct Assign Letter	Requirement No. (TS8)
Project Area Map	Requirements No. (TS27), (TS30)
Substation Single-line Diagram	Requirement No. (TS31)
Participant Involvement Program	Requirements No. (TS11), (TS12), (TS13), (TS14), (TS15), (TS16), and (TS17)
Environmental Impact	Requirement No. (TS36), (TS37), (TS39)
Functional Specification	Requirement No. (TS33)
Noise Impact Assessment	Requirement No. (TS34)

## 8 Industrial System Designation (ISD) Applications

If an applicant is applying for an ISD, the applicant must include the following background and technical information. Schedule 1 must be attached with the application.

### 8.1 ISD Information Requirements

- ISD1) Identify the sections of the *HEE Act* under which the application is made.
- ISD2) State the approvals that are being applied for from the Commission.
- ISD3) Provide a list of existing approvals for facilities directly affected by this project, if any.
- ISD4) Provide a list of companies that may be affected by the project, confirm that these companies have no concerns regarding the application, and indicate which other agreements are necessary to carry out the project.
- ISD5) Provide a detailed description of the overall industrial process, and include a list of the companies that own or operate different aspects of the industrial process.
- ISD6) Explain how the industrial operations process a feedstock, produce a primary product, or manufacture a product. Describe the integration of the industrial system, showing how the output of each component within the industrial operation is used by that operation and is necessary to constitute its final products.
- ISD7) Demonstrate that there is a high degree of integration of the electric system with one or more industrial operations that the electric system forms part of and serves.
- ISD8) Explain the degree of integration of the management of the components and processes of the industrial operations.
- ISD9) Provide block diagrams showing electrical, natural gas, steam, water, and feedstock flows between the different blocks representing processes. Appropriate units of measurement should indicate flows (for example, megawatts for electric flows, cubic metres per second for gas and water flows). Also include in these diagrams the volumes consumed or produced by each process block.
- ISD10) Provide a complete list of all electric facilities and equipment of 25 kV or more to be included in the Industrial System Designation.
- ISD11) Provide an electrical single-line diagram of the entire industrial complex. This diagram should clearly show existing facilities, future facilities, and their ownership.
- ISD12) Verify that the electric system includes at least one generating unit that has substantial capacity in comparison with the on-site load and is located on the property of one or more industrial operations it is intended to serve.
- ISD13) Explain how the designation supports both a) the development of the economical supply of generation to meet the requirements of integrated industrial processes and b) the efficient exchange with the interconnected electric system of electric energy that is in excess of the industrial system's own requirements.

- ISD14) Demonstrate, by way of an economic comparison, that the internal supply through on-site generation is the most economic source of power for the industrial complex. For example, if the industrial complex uses cogeneration to produce electric and thermal energy, the applicant should provide a comparison of the costs of the internal supply of electricity and process heat with the alternative of contracting electrical supply from the Alberta Interconnected Electric System and installing in situ heat exchangers or boilers to satisfy the thermal requirements of the industrial process.
- ISD15) Explain how the proposal meets the principle that the designation supports the location of generation and consumption so that the efficiency of the interconnected electric system is improved, including improved voltage stability and reduction of losses and congestion on transmission. Elaborate on how the application achieves this principle and provide an assessment of losses and congestion on transmission lines due to the electric power that the industrial complex would supply to the Alberta Interconnected Electric System. The assessment should also take into account other existing generation and generation under construction.
- ISD16) Provide a thermal energy balance to demonstrate that there is significant and sustained increase in efficiency in the process of the industrial operation or in the production and consumption of electric energy by the industrial operation as a result of the integration of the electric system with the industrial operations the electric system forms part of and serves.
- ISD17) Demonstrate that the designation does not facilitate the development of independent electric systems that attempt to avoid costs associated with the interconnected electric system, and does not facilitate uneconomical bypass of the interconnected electric system.
- ISD18) Demonstrate that the designation would not result in duplication of the interconnected electric system where it is more economical to use the transmission facilities or electric distribution system owned by persons in whose service area the industrial system is or will be located.
- ISD19) Demonstrate that there is significant investment in either the expansion or extension of the industrial operations processes and the development of the electricity supply.
- ISD20) If the industrial operation extends beyond the contiguous property of the industrial complex, provide information to satisfy the Commission that the overall cost of providing the owner's own distribution or transmission facilities to interconnect the integral parts of the industrial operation is equal to or less than the tariffs applicable for distribution or transmission in the service area where the industrial operation is located.
- ISD21) Describe the participant involvement program that has been conducted (See Appendix A – Participant Involvement Program Requirements).
- ISD22) List all stakeholders that were contacted as part of the participant involvement program.
- ISD23) Supply a list of mailing addresses, with corresponding land locations and 2 sets of printed mailing labels of those parties mentioned in ISD22 above.

ISD24) Identify any persons who expressed concerns about the application and the specifics of their concerns.

ISD25) Summarize discussions held with potentially directly and adversely affected persons.

ISD26) If potentially directly and adversely affected persons raised any concerns, describe how the concerns were dealt with or will be dealt with.

ISD27) For those potentially directly and adversely affected persons identified above, include a confirmation of resolution of the concerns, if applicable.

ISD28) Provide a legible plant site drawing showing all major components of the industrial operation.

ISD29) Provide a legible map showing the location of major electric facilities, such as power plants, transmission lines, and substations.

ISD30) Provide a legible map of the project area suitable for use in public notice.

## 8.2 ISD Application Schedule

Only Schedule 1 is required for ISD Applications.

## 8.3 ISD Application Attachments

The EAS process requires an applicant for an Industrial System Designation to upload each section as a separate attachment. Information requirements for each attachment are combinations of those described in previous sections and grouped in the following table.

ATTACHEMENT	INFORMATION RQUIREMENTS
Application	Requirements No. (ISD1), (ISD2), (ISD3), (ISD4), (ISD5), (ISD6), (ISD7), (ISD8), (ISD10), (ISD12), (ISD13), (ISD14), (ISD15), (ISD16), (ISD17), (ISD18), (ISD19), (ISD20), (ISD21), (ISD22), (ISD23), (ISD24), (ISD25), (ISD26), (ISD27), (ISD28), (ISD29), and (ISD30).
ISD Single-line Diagram	Requirement No. (ISD11)
Process Flow Diagram	Requirement No. (ISD9)

## APPENDIX A Participant Involvement Program Requirements

### **Purpose of the Requirements**

These guidelines and minimum expectations are to assist the applicant in carrying out its participant involvement program prior to submitting an electric facility application. The Commission cannot predetermine the precise extent and scope of the program, because every application is unique and each project may present circumstances that must be dealt with on an individual basis.

The Commission expects the applicant, as the proponent, to assume responsibilities for involving the public and to be aware of circumstances or applications where the participant involvement program should exceed the requirements and recommendations.

These guidelines apply to all new facilities and all modifications to existing facilities.

### **Electric Facility Development: A Cooperative Venture**

The Commission considers it paramount that effective communication takes place among industry, government, and the public so that concerns may be raised, properly addressed, and if possible, resolved. All persons whose rights may be directly and adversely affected by a proposed development must be informed of the application and have an opportunity to voice their concerns and to be heard.

### **Before Submitting an Application**

“Participant involvement” is a term encompassing all aspects of public, local authority, and industry interactions and communications. It is recognized that other groups may also have a stake in electric facility developments.

**The development and implementation of the participant involvement program must occur prior to the filing of an application with the Commission.** This includes

- i) the distribution of a project-specific information package,
- ii) responding to questions and concerns, and
- iii) discussing options, alternatives, and mitigating measures.

Applicants are required to develop an effective participant involvement program that includes persons whose rights may be directly and adversely affected by the nature and extent of a proposed application. Applicants are also expected to be sensitive to the timing constraints on the public (e.g., planting, harvesting, calving seasons, and statutory holidays).

The public is strongly encouraged to participate in ongoing issue identification, problem solving, and planning with respect to local electric facility developments. Early involvement in informal discussions with an applicant may lead to greater influence on project planning and mitigation of impacts. The applicant is expected to be proactive and ensure that technical information is conveyed in a manner understandable to the public. The project should be discussed with the widest possible audience as early in the planning stages as practical.

The applicant must make all reasonable attempts to contact persons, provide a written description of the project, discuss the project, and address any questions and concerns. If the applicant is unable to contact a party, it should provide sufficient documentation to illustrate its attempts to establish contact.

The development and creation of synergy groups at an early stage of the participant involvement program, especially in highly developed areas, will assist in fostering a collective and amenable approach to transmission line developments in the area.

The applicant must indicate any outstanding objections and/or concerns that it is aware of and must attach a written summary of the outstanding issues when submitting an application. If the issues are not resolved, the Commission may hold a hearing to consider the application.

The applicant must always close the participant involvement loop, even if the application is withdrawn. This means that all persons included in the participant involvement program must continue to be included in all correspondence and information updates during the development, implementation, and outcome of the proposed project. The applicant must advise all persons (public and industry) if it has decided not to proceed with the proposed project after having initiated a participant involvement program.

If the scope of the project changes, such as a change to the surface location, the applicant must notify all persons included in the initial consultation program of the proposed change. If the project change results in the inclusion of new participants, the applicant must meet all participant involvement program requirements in regard to the new participants as well.

The applicant must provide notification to all persons (public, industry, and local authorities as well as the Commission) when a change in circumstances does not allow previous commitments to be met.

Should dispute arise, the Commission expects the parties to discuss the issues and options for resolution and encourages the use of third-party mediators.

### **Planning a Participant Involvement Program**

It is an applicant's responsibility to assess the area beyond the specified minimum to determine if the radius of investigation recommended should be expanded. It may be necessary to increase the radius to include others who have expressed an interest in development in the area.

Local authorities and Alberta Sustainable Resource Development (ASRD) play an important part in the plan for orderly land use and should be involved at an early stage in planning a transmission line or substation development and participant involvement program. Additionally, local authorities and the applicant's previous knowledge of the area may help identify needs in the community.

### **Who to Include**

For transmission line developments, the applicant must provide public notification to all occupants, residents, and landowners within 800 m measured from the centre of the proposed right of way for the transmission line. The applicant must provide personal consultation to all occupants, residents, and landowners on or directly adjacent to the proposed right of way for the transmission line and/or proposed substation site location.

In an urban setting, the applicant must provide public notification and personal consultation to all occupants, residents, and landowners within the first row of houses facing the proposed development and hold at least one information session or public open house meeting in communities that would be traversed by the proposed development. An information session or public open house meeting is not required for proposed development involving minor alterations within an existing development if the fenced area will not be altered, and the proposed development has been assessed to comply with the current AUC Rule on Noise Control. A minor alteration may include replacement of similar equipment or addition of equipment. For power plant developments, the applicant must provide public notification to all occupants, residents, and landowners within 2000 m measured from the edge of the proposed power plant site boundary. The applicant must provide personal consultation to all occupants, residents, and landowners within 800 m measured from the edge of the proposed power plant site boundary. For major power plant applications, if there are populated areas just outside the 2000 m limit, applicants should consider including those areas in the public notification.

For Need applications, the ISO must provide public notification to all occupants, residents, and landowners within the areas where facilities could be required to implement the ISO's preferred option

and applied-for alternatives. The applicant must advertise the proposed Need application in local newspapers in the area where facilities could be required to implement the ISO's preferred and applied-for alternatives. Where it considers it to be an appropriate component, the ISO should hold open houses or other forums where information can be provided to members of the public who may be directly affected by an application for facilities to implement the ISO's preferred option and applied-for alternative solutions.

The applicant must allow persons notified or consulted a minimum of 14 calendar days to receive, consider, and respond to notification of the proposed development. The applicant is expected to document commitments made and have a process in place to monitor and follow up on commitments.

If the proposed development is part of a larger project, the applicant is expected to discuss the entire project and explain how it complements other development in the area.

During the planning of its participant involvement program, the applicant should assess its need to reach the broader public and may determine that an information session or public open house meeting is required. When holding such sessions, the applicant must disclose the same project-specific information as it would to those involved in personal consultation and notification. However, information sessions or public open houses may not be a substitute for meeting minimum consultation requirements.

### **What Information to Disclose**

Information packages must be developed and distributed to all parties included in the participant involvement program. The applicant's project-specific information package must provide the specific details of the proposed project development. The applicant must use appropriate language and terminology in the written materials so that the participants can clearly understand the details of the proposed development and the impact(s) it may have upon them.

The following details must be included in the applicant's project-specific information package:

- i) applicant name and contact numbers for further information,
- ii) location of proposed facilities, including power plant, transmission line and/or substation development, including site specific map,
- iii) need for the proposed transmission facilities and explanation of how it fits with existing and future plans,
- iv) discussion of the potential restrictions regarding developing lands adjacent to the proposed development, such as setbacks,
- v) description of proposed on-site equipment,
- vi) proposed project schedule for Commission application, construction and start-up, and
- vii) Commission brochure of application process.

The applicant is expected to include any other information that would assist the participant in understanding the proposed development.

### **Personal Consultation – Facility Applications**

Personal consultation is intended to inform parties where rights may be directly and adversely affected by the nature and extent of the proposed application. Questions raised during the discussion of the proposed development should alert the applicant to potential concerns/objections.

The applicant must conduct face-to-face visits or telephone conversations with occupants, residents, and landowners of land that a) would be on or directly adjacent to the right of way for the proposed transmission line and/or proposed substation site location or b) would be within 800 m measured from the edge of the proposed power plant site boundary. Where there is more than one landowner or occupant at an address, a face-to-face visit or telephone conversation with a responsible adult at that address will normally be sufficient, unless a request is made to meet with more than one landowner or occupant.

A company representative with full knowledge of the overall plans and direction of future development options must be available to answer questions either in person or by telephone. The applicant must use appropriate language and terminology both in conversations and written materials so that the persons consulted can clearly understand the details of the proposed development and the impact it may have upon them. The applicant must provide a copy of its project-specific information packages to those persons described in the “Who to Include” section above. The required information packages may be distributed during the personal consultation meeting or forwarded later as follow-up to the personal consultation phone call/meeting. Packages may be forwarded by courier, mail, fax, e-mail, or other means as agreed upon by the applicant and persons consulted.

If the person does not want a copy of the required information package(s), the applicant must document the refusal for audit purposes. The applicant must keep a log of the dates that personal consultation occurred, when materials were distributed/received, and to whom.

The applicant is accountable for the outcomes of personal consultation completed on its behalf by contracted personnel. Therefore, the applicant must ensure that individuals conducting personal consultation on its behalf:

- i) possess a sound understanding of regulatory requirements and expectations for participant involvement, and
- ii) use appropriate language and terminology in the written materials so that the participants can clearly understand the details of the proposed development and the impact it may have upon them.

### **Public Notification – Facility Applications**

Notification differs from personal consultation in that the initial communication may take place through written correspondence rather than face to face or in telephone conversations.

The applicant must notify all occupants, residents, and landowners within 800 m measured from the center of the right of way for a proposed transmission line development or 800 m measured from the boundary of the proposed substation. Distribution of project-specific information packages to postal code addresses is sufficient to satisfy this initial communication requirement.

The applicant must notify all occupants, residents and landowners within a 2000 m radius of a proposed power plant development. If there are populated areas just outside the 2000 m limit, the applicant should consider including those areas in the public notification. Distribution of project-specific information packages to postal code addresses is sufficient to satisfy this initial communication requirement.

The applicant must allow a minimum of 14 calendar days for the persons consulted to receive, consider, and respond to the notification and be prepared to discuss the project as necessary.

The applicant must use appropriate language and terminology in conversations and written materials so that the participants can clearly understand the details of the proposed development and the impact it may have upon them.

The applicant is accountable for the outcome of notification completed on its behalf by contracted personnel. Therefore, the applicant must ensure that individuals conducting notification on its behalf:

- i) possess a sound understanding of regulatory requirements and expectations for participant involvement, and
- ii) use appropriate language and terminology in the written materials so that the participants can clearly understand the details of the proposed development and the impact it may have upon them.

### **Public Notification – Need Applications**

The applicant must notify all occupants, residents, and landowners in areas where facilities could be installed to implement the ISO's preferred option and applied-for alternative solutions. The applicant must also notify industry stakeholders including all groups that participate in electric industry proceedings. Distribution of project-specific information packages to postal code addresses is sufficient to satisfy this initial communication requirement.

The information package should include a map of the project area, a telephone number to contact for additional information, a website location where the project-specific information may be downloaded. The applicant must allow a minimum of 14 calendar days for the persons notified to receive, consider, and respond to the notification and be prepared to discuss the project as necessary.

The applicant is not required to initiate consultation with occupants, residents, or landowners but, where it considers it to be an appropriate component, the ISO should hold open houses or other forums where information can be provided to members of the public who may be directly affected by an application for facilities to implement the ISO's preferred option and applied-for alternative solutions. In required cases, the ISO should hold additional open houses or forums to address any public issues or concerns.

The applicant must use appropriate language and terminology in conversations and written materials so that the participants can clearly understand the details of the proposed development and the impact it may have upon them.

The applicant is accountable for the outcome of notification completed on its behalf by contracted personnel. Therefore, the applicant must ensure that individuals conducting notification on its behalf:

- i) possess a sound understanding of requirements and expectations for participant involvement, and
- ii) use appropriate language and terminology in the written materials so that the participants can clearly understand the details of the proposed development and the impact it may have upon them

### **Extended Absences**

In some instances occupants, residents, and landowners may be away for extended periods, such as on vacation, or they may reside out of the province.

When the applicant must personally consult with participants and is unable to do so, the applicant is expected to use courier or registered mail to send letters and information packages to the address indicated on the most up-to-date land title documents.

If the applicant is unable to fulfill all participant involvement requirements, it must demonstrate the efforts made to contact all necessary participants.

### **Documenting the Participant Involvement Program**

It is in the applicant's best interest to understand the audit requirements for participant involvement. The applicant should develop an audit documentation package early and build it throughout the process. The applicant must retain communication logs, registered mail/courier tracking, and personal consultation and notification documents for audit purposes. The applicant must retain documentation of potential mitigations for concerns/objections that were received through the notification and consultation process prior to filing an application.

Accuracy: +20/-10 %

	System Portion	Customer Portion	TOTAL	Capital Maintenance
<b>Transmission Lines Costs</b>				
Material	\$ -	\$ -	\$ -	\$ -
Labour	\$ -	\$ -	\$ -	\$ -
<b>Total-Transmission Line</b>	\$ -	\$ -	\$ -	\$ -
<b>Substation Facilities Costs</b>				
Material	\$ -	\$ -	\$ -	\$ -
Labour	\$ -	\$ -	\$ -	\$ -
<b>Total-Substations</b>	\$ -	\$ -	\$ -	\$ -
<b>Telecommunication Costs</b>				
Material	\$ -	\$ -	\$ -	\$ -
Labour	\$ -	\$ -	\$ -	\$ -
<b>Total-Telecommunication</b>	\$ -	\$ -	\$ -	\$ -
<b>Owner Costs</b>				
Proposal to Provide Service	\$ -	\$ -	\$ -	\$ -
Facility Applications	\$ -	\$ -	\$ -	\$ -
Right of Way Costs	\$ -	\$ -	\$ -	\$ -
<b>Total-Owners Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Distributed Costs</b>				
Procurement	\$ -	\$ -	\$ -	\$ -
Project Management	\$ -	\$ -	\$ -	\$ -
Construction Management	\$ -	\$ -	\$ -	\$ -
<b>Total-Distributed Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Total Direct Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Salvage Costs</b>				
Transmission Line & Substation Labour, Land Remediation & Reclamation	\$ -	\$ -	\$ -	\$ -
<b>Total-Salvage</b>	\$ -	\$ -	\$ -	\$ -
<b>Other Costs</b>				
AFUDC	\$ -	\$ -	\$ -	\$ -
E&S	\$ -	\$ -	\$ -	\$ -
<b>Total-Other Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Total In-Direct Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COSTS</b>	\$ -	\$ -	\$ -	\$ -

Accuracy:

+/-30 %

	System Portion	Customer Portion	TOTAL	Capital Maintenance
Transmission Line	\$ -	\$ -	\$ -	\$ -
Substation Facilities	\$ -	\$ -	\$ -	\$ -
Telecommunication	\$ -	\$ -	\$ -	\$ -
<b>Total-Facility Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Owner Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Distributed Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Total-Owners and Dist. Cost.</b>	\$ -	\$ -	\$ -	\$ -
<b>Total-Direct Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>Salvage Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>E&amp;S</b>	\$ -	\$ -	\$ -	\$ -
<b>AFUDC</b>	\$ -	\$ -	\$ -	\$ -
<b>Total-Indirect Costs</b>	\$ -	\$ -	\$ -	\$ -
<b>TOTAL PROJECT COSTS</b>	\$ -	\$ -	\$ -	\$ -