

Municipality of Jasper(MOJ) Rebuild Utility Application/Agreement

Please email this completed application package to:
muniapprovals@jasper-alberta.ca

Please familiarize yourself with the following MOJ Water/Sewage Bylaws:

<https://www.jasper-alberta.ca/Home/DownloadDocument?docId=22450841-84ec-4f8e-8488-9cf206eede6f>
<https://www.jasper-alberta.ca/Home/DownloadDocument?docId=09a55543-a7c9-4ab9-94bd-0bc7dc26ba07>

Leasehold							
Street address:				Jasper, Alberta			
Block:	Lot:	Plan:	Residential	Commercial			
Parks Canada requires an MOJ Letter of Approval before a Building Permit is issued. The following conditions must be met in order for the MOJ to release a Letter of Approval:							
Submit a completed Development Application and Agreement accompanied by a full set of drawings.							
For Cabin Creek: please include a site plan with final grade elevations which reflect the Cabin Creek West Grading Plan.							
For Commercial and Apartment builds: please include a site plan which indicates the locations of all utility services, vehicle egress and locations of waste management bins.							
Completed Fire Safety Plan		https://jasper.municipalwebsites.ca/UploadFiles/Docs/JasperFireDepartmentFireSafetyPlanFillablePDF_cFCazz.pdf					
Payment received for Off Site Levies		https://hdp-ca-prod-app-jasper-engage-files.s3.ca-central-1.amazonaws.com/8517/4258/6610/Jasper_Builders_Guide_March_2025.pdf					
Utility Connections							
*Warning Abandoned utilities within the leasehold might not be connected to the main services laterals.							
*The MOJ strongly recommends replacing the abandoned utility services cut/capped during the demolition process and install single connections to the main service laterals at the leaseholder's property line.							
*Leaseholder is responsible for all costs associated with the replacement of utility services within the leasehold as well as any, additional, upsizing or relocation of utilities from the service mains.							
*The MOJ will assume responsibility for all work and costs associated with the utility mains, laterals, CC's, sewer inspections, and lamping wells which will be repaired, replaced, inspected or installed at the time of utility connections.							
*The MOJ must inspect the sewer before connections are made. Any debris in the sewer must be removed into the leasehold. Failure to do so may lead to obstructions and damage to the sewer mains.							
*The MOJ Utility Team must inspect all connections before backfilling. Bylaw#178 10.1.1							
ATTENTION:ALL PROPERTIES IN CABIN CREEK(Cabin Creek Dr, Patricia Cres, Brewster Cres,Swift Cres) Water/Sewer services were cut and capped at the property line(approx 1m from curb/sidewalk). Reconnections to MOJ Utilities will require the excavation of the new service trench containing live ATCO Electrical, ATCO Gas and Communication lines, located approx. 3m inside the leaseholder's property line. Please ensure you are familiar with ATCO's requirements when working in Cabin Creek: https://www.atco.com/en-ca/businesses/atco-energy-systems/cabin-creek.html							

All utility work must be scheduled 2 weeks in advance.

To schedule utility work, please contact

MOJ Construction Utility Coordinator Theo Charpy

tcharpy@jasper-alberta.ca

Cell 780-931-5959

Development (check all that apply)

Subdivision of leasehold		
Single dwelling		Number of net new dwellings
Duplex on a single leasehold		m2 new added dwellings(secondary suites)
Duplex on 2 leaseholds		Number of parking stalls
Secondary suite (how many)		Number of additional water services required
Garage suite	Garden Suite	Number of additional sewer services required
Row housing		Required upsize of water service to mm
Apartment Building		Required upsize of sewer service to mm
Tourist accommodation (hotel, hostel...)		Requires relocation of water service
Commercial		Requires relocation of sewer service
Commercial with dwellings (how many)		Water meter required (how many)
RV Connections		

Proposed utility connections

Water Service

New connections at property line		Reusing Existing connections within the leasehold							
Size	mm	Copper		HDPE		Steel		Other	Material

Sewer Service

New connections at property line			Reusing Existing connections within the leasehold							
Size	mm		PVC		Clay		ABS		Other	Material

Proposed location of new or additional water/sewer services (please attach drawings)

At what stage of construction will water/sewer connections be required?

Estimated construction start date	Estimated completion/occupancy date

Leaseholder

Name

Email

Prime Contractor

Company Name

Email

Local Site Supervisor

Company Name

Email

Excavation Sub-Contractor

Company Name

Email

Utility Sub-Contractor (connecting to MOJ water/sewer utilities)

Company Name	Name
Email	Cell Number

Obligations for Construction

Applicant shall read and initial every line of the obligation for construction		Applicants Initials
1	The Contractor is responsible for notifying and ensuring that all involved parties understand and follow the Obligation's for Construction.	
2	The Contractor must notify the MOJ Construction Utility Coordinator of any changes to this information prior to commencement of work.	
3	The Contractor must arrange and notify any and all utility companies who may have a conflict with the proposed work being done on public property. The builder must present any and all locate documents to municipal representatives upon request prior to commencement of work.	
4	The MOJ Utility Team will coordinate and assume responsibility for the repair or replacement of the CC, a push camera sewer inspection, lamping well installation and an inspection of connections to the main infrastructure. The Contractor must contact the MOJ Construction Utility Coordinator to schedule utility work at least 2 weeks prior to expected date for utility connections.	
5	Any debris identified during the sewer inspection must be removed on to the leasehold. Failure to do so may result in blockages and damage to the MOJ infrastructure.	
6	The contractor must supply washed rock and sand to support/protect the MOJ utility connections(water/sewer, CC, lamping well) before back filling the service trench.	
7	The Contractor must contact the MOJ Construction Utility Coordinator, 48 hours prior of commencement of work on public property.	
8	The Contractor must ensure that all persons employed or retained to perform the work are competent to perform and are properly trained, instructed, and supervised.	
9	The Contractor must comply with all applicable regulations, legislation and laws.	
10	The Contractor must contact the MOJ Construction Utility Coordinator for an infrastructure inspection prior to backfill. The Contractor shall not backfill any municipal infrastructure without the consent of the MOJ. All costs associated with the inspection shall be borne by the Contractor.	
11	The Leaseholder must indemnify and save harmless the MOJ and its employees and agents from any losses, claims, damages, actions, causes of action, costs and expenses that the MOJ or any of its employees or agents may sustain, incur, suffer or be put to at any time, either before or after this agreement ends, which are based upon, arise out of or occur, directly or indirectly, by reason of, any malicious or negligent act or omission by you or by any of your agents, employees, officers, directors, or subcontractors in doing this work.	
12	The Leaseholder must ensure that restoration of any and all public or privately owned infrastructure is completed to the satisfaction of the respective owner to the satisfaction of the MOJ. All costs associated to the restoration shall be borne by the owner.	
13	The Leaseholder shall ensure that final grading of private property matches and provides positive drainage onto public property to the satisfaction of the MOJ.	
14	The Leaseholder requires 1 water meter for each water service line from the main service.	
15	Any other site or work specific obligations as determined by the MOJ.	

Declaration of Applicant

I (print name) _____ declare that:

The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.

If the owner is a corporation or partnership, I have the authority to bind the corporation or partnership

Date: _____ Signature of Applicant: _____

Municipal Approval

This Document has been reviewed and work approved by:

I (print name) _____

Signature _____

Date: _____