



Service Connection Process for Three Phase Electrical Services

This guide (for new property developments requiring three phase power) outlines the steps for property owners, developers, and consultants (“**Customer**”) to coordinate with **GrandBridge Energy Inc. (“GBE”)** for new or upgraded electrical services as part of a **Site Plan Review** with the local **Municipality**.

Before Site Plan Application

Customer Responsibilities:

- Review GBE’s [Conditions of Service](#).
- Contact GBE **at least 60 days before** submitting any planning applications to the Municipality.
- Establish an expected date of energization.
- Provide:
 - A brief description of the proposed site usage (e.g., office, warehouse, retail, residential, etc.).
 - A **preliminary site plan**, if available.
 - **Estimated total electrical load** requirements.
 - A list of **equipment that could impact power quality** (e.g., large motors, welders, air conditioners).
 - Details on any interest in relocating or burying existing GBE infrastructure near the site.
 - Information on building clearance from nearby overhead power lines.

GBE Responsibilities:

- Assess electrical supply availability.
- Identify preliminary service requirements.
- Evaluate potential impacts to the distribution system and recommend solutions for any power quality concerns.
- Provide Technical Guidelines for New Property Developments Requiring Three Phase Power.
- Review site for utility conflicts and clearance issues.
- Ensure provided date of energization is feasible.
- Respond to customer within ten business days.

Site Plan Application & Review

Customer Responsibilities:

- Submit a **complete site plan** to the Municipality, including:
 - Property lines, easements, building footprints, grades, driveways, and other buried utilities.
- Provide an **Electrical Site Plan** showing:
 - Existing hydro poles, anchors, proposed transformers and switch locations.
 - Underground cable routes, electrical/meter rooms.
 - Compliance with GBE's **Technical Guidelines for New Property Developments Requiring Three Phase Power**.
- Ensure proper accessibility and working space around GBE equipment.
- Submit directly to GBE:
 - An **electrical demand load calculation**.
 - Transformation:
 - **If provided by GBE:** Review and align with GBE's [Conditions of Service](#) for transformation sizes and voltage levels.
 - **If provided by Customer:** Include transformer specs with a protection coordination study.

GBE Responsibilities:

- Review the submitted drawings and load data.
- Respond formally to the Municipality with servicing requirements and any necessary system upgrades.

- Continue coordination with the Customer and Municipality until the site plan receives final approval.

Service Connection Process

Timing: Start at **least 18 months** before your desired in-service date.

Customer Responsibilities:

- Submit a [Service Layout Request Form](#).
- Provide:
 - Approved site plan in **.PDF and .DWG** (with bound x-references).
 - Final **load calculation** per ESA standards, sealed by a P.Eng.
 - Final **single-line diagram**, sealed by a P.Eng.
 - Final list of power-quality-impacting equipment, with required mitigation designs.
 - **Remote grounding design**, if standard grounding cannot be utilized, sealed by a P.Eng and approved by ESA.

GBE Responsibilities:

- Assign a **Design Technologist (Tech)** to manage the connection.
- Review all submitted plans.
- Issue an **Offer to Connect (OTC)** with:
 - Scope of work, connection conditions, and associated costs.
- Provide an **Offer to Connect Layout or Design Drawing** with technical standards and contractor instructions.
- If expansion to GBE's distribution system is required, issue a **Distribution System Expansion/Modification Agreement** (separate from OTC).

Construction Phase

Customer Responsibilities:

- Sign and return the OTC to GBE **at least 12 months** before the in-service date.
- Make the payment as outlined in the OTC (materials will not be ordered until payment is received).
- Follow all timelines and requirements in the OTC.

- Procure necessary Customer-supplied materials and hire contractors that are within the scope of the Customer's work.
- Schedule a GBE inspection **48 hours prior** to installing civil infrastructure.
- Ensure construction site remains clean and accessible for GBE to perform the required work.

GBE Responsibilities:

- Order and provide all GBE-supplied materials.
- Coordinate with the Customer's contractor for installation and energization.
- Manage installation of civil infrastructure within municipal rights-of-way.