

CRANE ASSESSMENT APPLICATION PROCEDURES

1. An approved Crane Permit is required before performing any crane lift on airport property OR off airport property within the Airport Zoning Regulations (AZR). A detailed explanation of the AZR and boundary can be found at the [following link](#) and a map is included below that show a general view of the AZR boundary (orange outline) and surfaces.
2. **Prior** to applying for your YYC Permit, you **must** complete and submit the following forms/assessments for NAV Canada and Transport Canada. It can take up to 90 days to receive a response from these agencies so apply well in advance of the anticipated crane lift date.

[Transport Canada Website](#)

[NAV Canada Assessment](#) (scroll the bottom and select Crane Submission Form)

Submit to: landuse@navcanada.ca

3. Once the NAV/TC assessments are received, fill out the YYC Crane Assessment form a minimum of five (5) business days in advance of the crane lift.
4. Applicants assume full responsibility for providing accurate information regarding site location, ground elevation (above sea level), coordinate information and photographs.
5. YYC's Compliance Manager may contact you for additional details or clarification if required.
6. The application will receive one of the following responses:
 - No Objection
 - Approved with conditions; **these conditions must be adhered to**
 - Rejected
7. Permits are valid only for the day(s) and time(s) requested
8. **48 hours before the scheduled lift, the crane operation MUST contact the YYC Integrated Operations Centre at 403-735-1300 ext. 2 to confirm they can proceed.**
9. If revisions or date extensions to an existing approved permit are required, REPLY ALL to your confirmation email with the new information at least 5 business days in advance.
10. Wait for new confirmation email before proceeding with any changes
11. **No work may begin until an approved permit number is received. Proof of an approved permit may be required to be presented at any time and must be available (hard copy or electronically).**

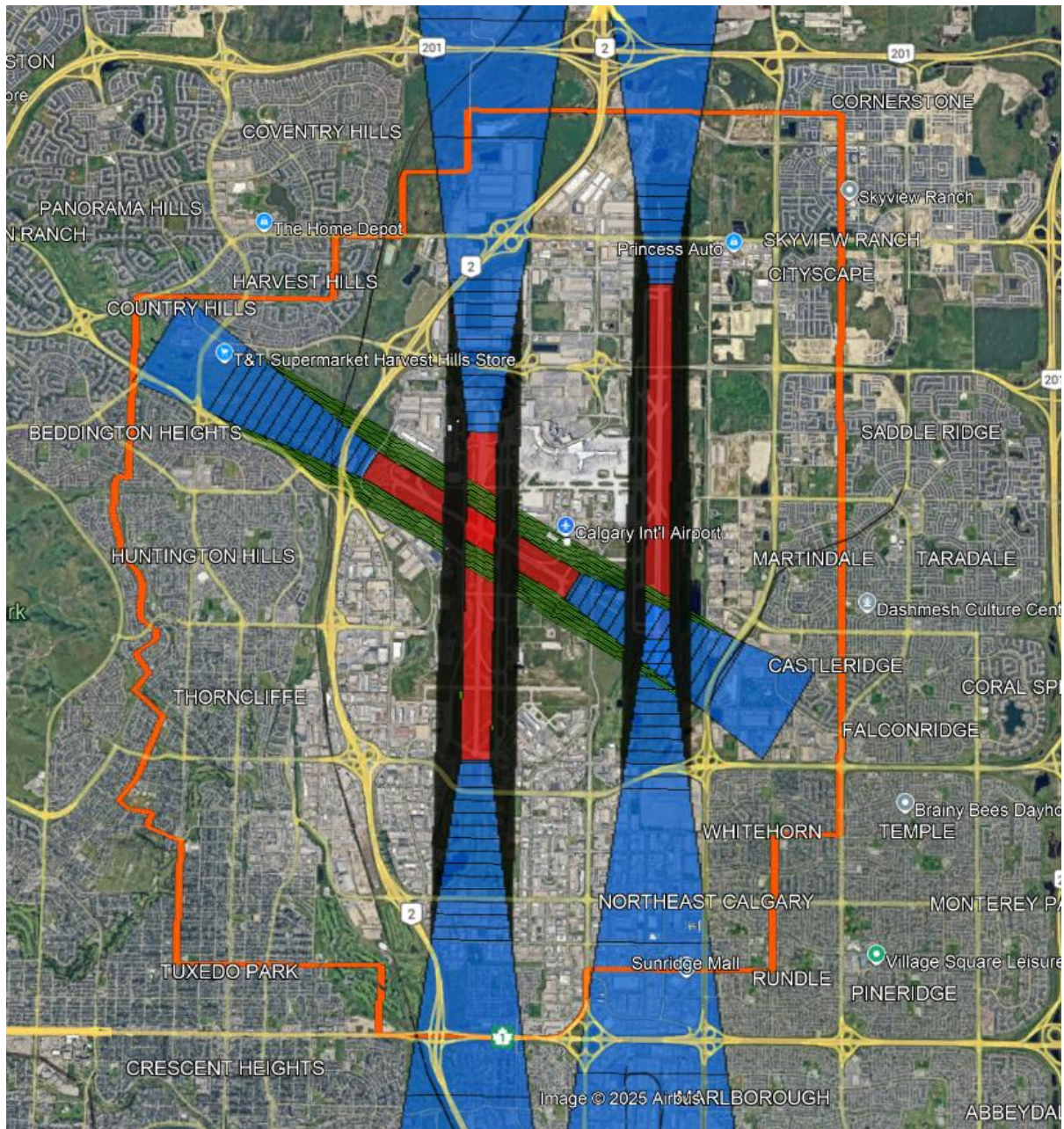


Figure 1, YYC AZR (Orange outline is boundaries)