

# Frequently Asked Questions

## ***Directive 056: Energy Development Applications and Schedules – Facility Applications***

April 2016

This document clarifies how to submit facility applications under *Directive 056: Energy Development Applications and Schedules*. The questions below identify common omissions and errors in applications.

**Q1. When is a plot plan required for a facility application and what are the requirements?**

A1. A plot plan must be submitted with each facility application. *Directive 056*, section 5.9.10, requirement 54, outlines the requirements for plot plan submissions. Applications that do not meet these requirements may be closed.

Well surveys or pipeline right-of-way plans that accurately represent the facility location and have all the required details outlined in *Directive 056*, section 5.9.10, requirement 54, also meet this requirement. The following practices are recommended:

- If there is a location for the facility identified on the plot plan, it should match the location listed on Schedule 2, section 5.
- For amendment applications, new equipment should be indicated on the plot plan.

**Q2. What are the requirements for a process flow diagram (PFD)?**

A2. Section 5.9.6 of *Directive 056* outlines the requirements for PFD submissions. Applications that do not meet these requirements may be closed.

If there is a location on the PFD, it *should* match the location listed on Schedule 2, section 5.

**Q3. When does glycol dehydration (GDEHY comment) need to be listed in the Alternate Reference field on the application schedule?**

A3. The applicant must add GDEHY to the Alternate Reference section of Schedule 1 for all new and amended facilities with one or more process vessels designed for gas-glycol contact after which the glycol is regenerated. For the benzene emissions management program, a dehydrator includes both dehydration and refrigeration processes.

**Q4. When is a cover letter required for a routine facility application?**

A4. Cover letters are required in the following situations:

- to request an extended expiry date for a licence (refer to [Directive 056 FAQs – Facilities Technical](#));
- for amendment applications (if any equipment does not meet the spacing requirements outlined in *Directive 056*, *Directive 060*, or the *Oil and Gas Conservation Rules*, the applicant must include a spacing cover letter that meets the criteria outlined in the [Directive 056 FAQs – Facilities Technical](#));
- When a pop tank exemption is required (refer to [Directive 056 FAQs – Facilities Technical](#));
- to apply for an injection or disposal facility (B090/B091) where the H<sub>2</sub>S is greater than 0.009 mol/kmol (the applicant should state the H<sub>2</sub>S content of the facility in the cover letter; the Electronic Application Submission system will not allow a value higher than 0.009 mol/kmol of H<sub>2</sub>S to be entered, even though injection and disposal facilities can have any amount of H<sub>2</sub>S);
- to license a compressor with a NO<sub>x</sub> emission rating  $\geq 6$  g/kWh (the applicant will need to use the maximum acceptable value of 5.99 g/kWh in Schedule 2.4, stating the compressor’s actual NO<sub>x</sub> emission rating and installation date in a cover letter); and
- to apply for sulphur recovery plants (E600), straddle plants (B200), and bitumen central processing units (C331, D431) with an inlet  $>5000$  m<sup>3</sup>/d (the applicant needs to confirm that an initial or updated large facility liability management assessment has been completed).

Routine applications that require a spacing or pop tank exemption cover letter may be closed if no cover letter is attached with the initial submission or if the cover letter does not meet the criteria outlined in [Directive 056 FAQs – Facilities Technical](#).

**Q5. What are the water body spacing criteria for routine facility applications under Directive 056?**

A5. For new routine facility applications, all facility equipment must be at least 100 m from a water body.

For facility amendment applications where a water body is within 100 m of facility equipment, a routine application can be submitted if the criteria listed in the “Spacing” section of the [Directive 056 FAQs – Facilities Technical](#) are met.

Routine applications that do not meet these requirements may be closed.

**Q6. What are the requirements for linking facilities?**

A6. Linking facilities must meet all the requirements of *Directive 056*, section 5.9.2.

Facilities should not be linked to nonreporting facilities, such as compressor stations or satellites. Applications for facilities that are linked to compressor stations or satellites may be closed.

**Q7. When can a facility licence be cancelled?**

A7. A facility licence can be cancelled if

- the facility was never constructed,
- there are duplicate licences for the same facility at the same location,
- there are multiple licences for different components at one facility, or
- the facility licence issued under *Directive 056* has been replaced by a waste management approval.

**Q8. What process should be followed to request the cancellation of a facility licence?**

A8. The licensee must send the licence cancellation request to [ApplicationAssessment@ aer.ca](mailto:ApplicationAssessment@ aer.ca). The request must be on company letterhead, signed, and in PDF format with the following information and attachments:

- Company's name and BA code
- Facility licence number
- Surface location
- Category and type
- Reason for licence cancellation
- Contact information
- Reporting facility IDs (if applicable)

For licence cancellation requests for unconstructed facilities, also include the following:

- Ground photos, including a photo of the signage with the lease on the background and all the equipment properly labelled

- Historical aerial photos (pre-licensing and post-licensing, 2–3 year interval)

Aerial photos can be obtained from sources such as Alberta Environment and Parks Air Photo Distribution or Abacus Datagraphics.

**Q9. How can a licensee correct the location of a licensed facility?**

A9. The EAS system does not accept location changes for licensed facilities. The licensee must send a location change request to [ApplicationAssessment@aer.ca](mailto:ApplicationAssessment@aer.ca). The request must be on company letterhead, signed, and in PDF format with the following information and attachments:

- Company's name and BA code
- Facility licence number
- Category and type
- Current and proposed facility location
- Reason for location change
- Plot plan, survey plan, or both
- Contact information