

# Electric Service Requirement Handbook



**Inland Power**



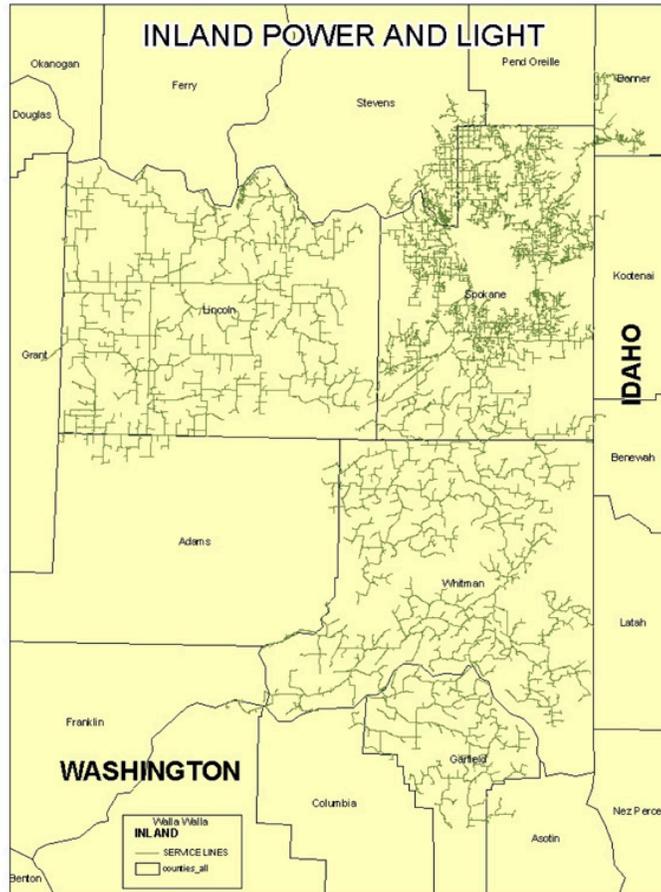
# Electrical Service Requirement Handbook

## Table of Contents

Contact Information	1
1. Introduction	2
2. Line Extension Policy	3
3. Requests for New Service	5
4. Overhead Service	6
5. Underground Service	8
6. Trenching and Trench Specifications	9
7. Meter and Service Entrance Specifications	12
8. Tree Clearing/Right-of-Way Specifications	15



# Electrical Service Requirement Handbook Contact Information



## *Inland Power & Light*

10110 W Hallett Road • Spokane, WA 99224  
(509) 747-7151 • (800) 747-7151 • Fax (509) 789-4229  
New Service: (509) 252-4564  
Scheduling: (509) 252-1205

### **CONTACTS**

CenturyLink: (800) 201-4099  
Frontier Communication: (800) 921-8101  
Avista Gas: (800) 227-9187

Phone: Contact local provider  
Water: Contact local provider  
Cable: Contact local provider

### **LOCATES** - Call two full days before you dig

Washington: Call 811 or (800) 424-5555 • Idaho: Call 811 or (800) 626-4950  
Online: [www.callbeforeyoudig.org](http://www.callbeforeyoudig.org)  
More info @ [www.ieucc811.org](http://www.ieucc811.org)

### **ELECTRICAL INSPECTIONS**

WA State Labor & Industries  
901 N Monroe Suite 100  
Spokane, WA 99201  
(509) 324-2640  
<http://www.lni.wa.gov/>

Whitman County  
1250 SE Bishop Blvd  
Pullman, WA 99163  
(509) 334-5296

Idaho Inspectors  
<http://dbs.idaho.gov/>  
(800) 839-9239



# Electrical Service Requirement Handbook

## Introduction

### 1. INTRODUCTION

Welcome to Inland Power & Light (IPL), a member-owned electric utility cooperative serving over 40,000 members in 13 counties in eastern Washington and northern Idaho. The information in this booklet is intended to provide electrical contractors, architects, building contractors, engineers and Cooperative members with Inland Power & Light requirements for new residential and commercial electric service installations. The booklet provides most of the information and requirements. It does not include all possible standards or specifications required by IPL, state, federal or local code requirements.

Designing, scheduling and construction of the work will vary depending upon the complexity of the job, as well as IPL's workload. Scheduling information is provided as your job progresses. When requesting your service installation and to ensure prompt service, it is important to provide IPL with all the information requested on the new service application and the associated checklist. **Incomplete applications will be returned.** When easements are required, they must be obtained before the service can be connected or construction begins.

#### A. Inspection and Code

The customer is responsible for meeting all requirements for temporary and permanent service equipment. It is the customer's responsibility to ensure compliance with the National Electrical Code (NEC), Washington Administrative Code (WAC), and any federal, state or local codes and ordinances that apply to the project. The customer needs to be aware of electrical equipment sizing and provide equipment that will interrupt available fault currents.

The customer, if not knowledgeable in electrical work, should consider using a contractor to install the electrical equipment.

Inspections: Before we can energize your temporary or permanent service the metering point will need to be inspected and approved by Washington State Labor & Industries Electrical Division. Washington inspectors can be reached at the regional office at (509) 324-2640 or <http://lni.wa.gov/> and is located at 901 N Monroe St, Suite 100, Spokane, WA - Whitman County can be reached at (509) 334-5296 and is located at 1250 SE Bishop Blvd, Pullman, WA - Idaho state inspectors can be reached at (800) 839-9239 or <http://dbs.idaho.gov/>. Check with them for permitting, inspection requirements and fees. **Temporary meter loops and inspections are only valid for 90 days.**

#### B. Temporary Service

For temporary services, IPL will connect and install an electric meter only after inspection and approval by the state electrical inspector.

#### C. Removing and Installing Meters

**Only authorized and qualified IPL personnel may remove and install meters. With some types of meter sockets, removal of the meter does not de-energize the member's system.**

#### D. Protection of Electrical Equipment

- The member shall provide protective equipment as required by the National Electric Code (NEC) or other applicable code(s).
- For all three-phase motor installations, the consumer is responsible for installing protection equipment against loss of phase conditions.



# Electrical Service Requirement Handbook

## Line Extension Policy

### E. Service Voltages for New Services

IPL offers service at:

- Single phase 120/240 volts. This is the typical three wire service used for residences. 120 volt, two wire service is not available.
- Three phase 120/208 volts.
- Three phase 120/240 volts (overhead transformer only).
- Three phase 240/480 volts (overhead transformer only).
- Three phase 277/480 volts (pad mounted transformer only). This is the typical four wire service used in commercial building and irrigation.

### 2. LINE EXTENSION POLICY

Inland Power & Light's Board of Trustees set the costs and rules for extending service to new members and modifying the existing system to meet member's needs. The objective of this policy includes:

- To treat all applicants for electric service in a fair and uniform manner.
- To assure the costs of providing new service are fair and equitable for the Cooperative and all members.
- To assure the Cooperative does not install services for speculative, limited use or short-term facilities, which will have an adverse financial impact.

#### A. General

All equipment that the Cooperative installs will remain property of IPL. The customer shall grant IPL permission to enter and exit their property. IPL shall install and maintain IPL facilities. The customer requesting new or modified service shall pay all costs of installing or modifying the service. The Cooperative's agents and employees shall have access at all times for purpose of, but not limited to, installing, maintaining, inspecting, repairing and removing the Cooperative's facilities.

#### B. Right-of-Way/Easements/Permits

The Cooperative will construct, own, operate and maintain lines along public streets, roads, highways and public lands that the Cooperative has the legal right to occupy or on private property across which right of way, satisfactory to the Cooperative, may be obtained. An easement is required from owner(s) of all properties that IPL facilities will cross, in addition to the property served. IPL will supply the easement form. The member, at the member's expense and to the satisfaction of the Cooperative, will secure all necessary rights-of-way, easements and permits before the Cooperative will begin construction. Easement rights-of-way are to be kept clear of all obstacles restricting access for maintaining electric facilities. In the event there is any challenge to the Cooperative's right to install facilities on land owned by others, it shall be the obligation of the applicant to resolve such challenge to the Cooperative's satisfaction before the Cooperative shall have any obligation to make or complete the line extension.

The member shall remove all trees and brush from the right-of-way, which will be maintained by IPL in the future. IPL personnel will approve the right-of-way clearing before the job is released to construction. When clearing is needed in a public right-of-way this must be done by IPL tree clearing personnel/contractors at the member's expense.



# Electrical Service Requirement Handbook

## Line Extension Policy

### **Public Agency Permits/Licenses for Right-Of-Way**

IPL will obtain the required permits/licenses from public agencies or entities (DOT, USBR, BLM, DNR, Railroads, Cities, etc.) and coordinate any professional land survey(s), if required, for these permits at member expense (amounts will be determined at the time of request).

**Washington State Department of Transportation (WSDOT) Permits** are required if the Cooperative's *primary* or *secondary wires* cross a state highway or parallel a state highway within their right-of-way and easement. The WSDOT charges a permit and inspection fees. A minimum of two to six months is required to obtain permit(s).

**Avista Utilities Permits** are required when wires cross over or under Avista lines. A minimum of two weeks notice is required to obtain permit(s).

**Bonneville Power Administration (BPA) Permits** are required if the Cooperative's *primary* or *secondary wires* cross under a BPA power line or are located in the BPA easement area. A minimum of three months is required to obtain permit(s).

**United States Bureau of Reclamation (USBR) Licenses** are required if the Cooperative's *primary* or *secondary wires* cross USBR property. The USBR charges a fee and a percentage of Fair Market Value for this license. A minimum of six months is required to obtain license(s).

**Department of Natural Resources (DNR) Easements** are required if the Cooperative's *primary* or *secondary wires* cross DNR property. To obtain this permit a professional survey is required. The Cooperative will obtain the survey and the permit. Upon completion of the survey, the survey and application fee will be submitted to DNR for processing and approval. A minimum of three to four months is required to obtain permit(s). DNR tenants will not be required to obtain a permit; however, DNR must approve and sign the tenant's Service Connection Agreement.

**Bureau of Land Management (BLM) Easements** are required if the Cooperative's *primary* or *secondary wires* cross BLM property. To obtain this permit, an application and permit fee must be submitted to BLM. A minimum of three months is required to obtain easement(s).

**Railroad Permits** are required if the Cooperative's *primary* or *secondary wires* cross over or under a railroad track. The railroad charges a permit application and license fees. A minimum of six months is required to obtain permit(s).

**County Permits\*** are required to cross and/or work in County right-of-way. County permit fees are applicable. All county permits are a minimum of two weeks to obtain.



# Electrical Service Requirement Handbook

## Requests for Service

### 3. REQUESTS FOR NEW SERVICE REQUIREMENTS

Please read the following procedures and begin the process well in advance of your desired service connection date. All requests for new service begin with completing a new service application and paying an application fee (incomplete applications may be returned). Once received in our office, a field engineer is scheduled to meet with the member or member's representative at the job site to develop and design the new service. A cost letter specifying requirements needed will be sent. The quoted fees will be honored for jobs started within 90 days from the date of the cost letter.

Member may request a temporary service to be used during their construction phase. The total cost of the line extension fee must be paid prior to energizing any temporary service. Temporary services are good for 90 days. After 90 days, the temporary service may be subject to disconnection.

In order to complete a new service the members need to provide the following:

- A valid service address
- A copy of one of the following: a recorded warranty deed, deed of trust, title report, or a quit claim deed, needed to show proof of property ownership.
- Required easements or permits as determined at the sole discretion of the Cooperative
- Map of lot location
- Clear all right-of-ways as per Cooperative standards
- Payment per the line extension quotation prior to work being scheduled

#### A. Engineering Design

IPL's design department will develop a design to meet the member's needs and those of the Cooperative. We have the best results when the requesting party or representative meets at the job site to review the request. The field engineer will develop a design and quote a cost following the guidelines below.

- The Cooperative will determine the length, depth, point of delivery, location, phases, primary voltage, capacity and cost of the line extension. The line extension shall be compatible with present electrical distribution facilities.
- The line extension design shall be designed and constructed in accordance with IPL standards.
- Members must provide the Cooperative with final property specifications as required and approved by the appropriate government authorities. These specifications may include, but are not limited to, recorded plat maps, utility easements, final construction grades and installed property corner pins.
- You are responsible for establishing the location of the cable trench route and all proposed underground electrical facilities. We recommend that you consider utilizing a licensed surveyor to determine lot lines, property corners, right of way and easements to ensure that the facilities are properly located.
- Member requested cost is the cost of unusual labor and/or materials which is requested by the member but which is not necessary to construct the line extension based on the Cooperative's minimum design, construction and operating practices. All member requested costs are in addition to the line extension fee and must be paid in full by the member. Member requested costs may include, but are not limited to, the following:
  - a. Underground facilities in overhead areas
  - b. Facilities longer, deeper or larger than deemed appropriate by the Cooperative
  - c. Facilities to provide three-phase service where single-phase is adequate
  - d. Relocation of existing facilities



# Electrical Service Requirement Handbook

## Overhead Service

- The member is responsible for any unusual condition not typically encountered during normal construction. This includes, but not limited to, frost, weather, rock, landscape replacement, boring charges and equipment.

### B. Request for Service Modification

Service modifications of existing IPL facilities includes changes because of new electrical load, relocating, incorrect information on the new service application, changing or adding to Cooperative property. The member requesting the service modification will pay the cost of the work prior to commencement of the work. A non-refundable application fee applies. As with a new service the member needs to meet with the field engineer to review the project.

## 4. OVERHEAD SERVICE

This chapter covers requirements for residential and commercial overhead service installations at secondary voltages less than 600 volts. Depending on the on-site facilities and geological conditions, IPL has the option of constructing the new service either overhead or underground.

### A. Permanent Overhead Service

#### Equipment:

- The member must furnish, install and maintain all required service entrance equipment, including wire, service mast, weather-head and any guying required. Refer to Section 7, Metering and Service Equipment Specifications.

\*\*If there are questions regarding the installation of the service equipment, Inland Power suggests consulting with National Electrical Code, calling the state electrical inspector, or contacting an electrical contractor.

- IPL will furnish, install and maintain the utility service conductors, connectors, service dead-end clamp and meter.
- Conduit size depends on the size and number of conductors in the conduit. Contact your electrician for proper conduit size. This is governed by the National Electric Code (NEC).
- The mast provided for attachment of the service conductors must be a minimum of 2 inch rigid steel galvanized conduit or intermediate metallic conduit (IMC) and provide a structurally sound attachment for the service conductors.
- Normally, the meter base should be installed on a structure. If a meter pole is required, IPL will install and maintain the permanent meter pole. The member is responsible for mounting the service equipment on the pole and obtaining the necessary permits and inspections.

#### Attachment of Service Conductors:

- Service entrance conductors must extend at least 24" out of the weather-head to permit connection to the utility service conductors.
- The service mast should be located within line of sight to the utility pole to facilitate only one attachment of the service conductors to the building.
- Do not locate the utility service conductor attachment point on chimneys, vent pipes, gutters or other non-structural portions of the building. Suitable service attachment devices shall be provided and installed during construction by the member or contractor.



# Electrical Service Requirement Handbook

## Overhead Service

### Service Conductor Clearance:

- Before the service is installed, provide a path clear of the buildings, trees or other obstructions between IPL's pole and your point of attachment. (see right-of-way clearing guide). Clearances from any obstruction – vertical or horizontal – must be in accordance with this section.
- On permanent overhead services IPL will need to attach service conductors at a minimum of **12 ft. (16 ft. when the service crosses a vehicular traveled way)** and a **maximum of 25 ft. above final grade.**
- The bottom of the drip loop must be a minimum of 12 ft. above final grade.
- Only utility power service conductors are allowed to be attached to the electrical mast.

### Miscellaneous Clearances:

- A minimum clearance of 36" is required between secondary wires and windows, door, porches, fire escapes or similar openings.
- A minimum 12" clearance (36" preferred) is required between the electric service equipment and natural gas metering equipment
- Secondary conductors cannot pass over hot tubs or swimming pools.
- A minimum clearance of 15 feet is required for secondary wires passing within 25 feet of a swimming area.

### Guying:

- A guy is not required on the service masts 26" or less above the roof and when the service wire length less than 100 ft. long. All service masts on services rated at 400 amperes and above require guying.
- The service conductor attachment must be a minimum of 18" above the roof.

*\*If you need any additional information go to [www.inlandpower.com/service\\_and\\_resources/new\\_construction/permanent\\_overhead\\_service](http://www.inlandpower.com/service_and_resources/new_construction/permanent_overhead_service). (Select the applicable illustration), or contact IPL's design department.*

## B. Temporary Overhead Service

### Equipment:

- The overhead temporary service pole must be a continuous, single structure, 6" X 6" X 14', with 3 feet (ft.) buried in the ground,
- Overhead clearances where NO TRUCK TRAFFIC IS PRESENT and should be located in close proximity to the transformer pole.
- The service attachment point shall be 11' above grade minimum.
- Temporary overhead services will be 50 ft. or less in length.
- If the installation calls for an overhead electric temporary service across a trafficked area, then the pole SHALL BE a minimum 8" X 8" X 24' with 5 ft. buried in the ground.
- A minimum of 15 ft. of clearance above roadway is required.



# Electrical Service Requirement Handbook

## Underground Service

- Overhead temporary meter poles must have two 2" x 4" braces securely fastened to the post with the service aligned between them.

*\*If you need any additional information go to [inlandpower.com/service](http://inlandpower.com/service) and [resources/new-construction/temporary-overhead-service](http://inlandpower.com/resources/new-construction/temporary-overhead-service), or contact IPL's design department.*

### 5. UNDERGROUND SERVICE

This chapter covers requirements for residential underground service installations at secondary voltages less than 600 volts.

#### A. Underground Permanent Service

##### Equipment:

- On an outside wall, service conductors may be installed in a minimum of schedule 80 nonmetallic conduit, or equivalent. Flush mounted meter bases are not allowed.
- Underground service entrances to manufactured homes must be mounted;
  - on a 6" x 6" x 10' minimum, pressure-treated wood post or an approved manufactured steel pedestal and,
  - be located within 30 ft. of the manufactured home.
- The underground permanent meter pedestal shall be a minimum of 10 ft. from the pad mount transformer or IPL pole, with the meter socket not facing the transformer.

##### Residential Services - General:

- The member must furnish, install and maintain all required service entrance equipment. If there are questions regarding the installation of the service equipment, Inland Power suggests consulting the NEC, the applicable Washington Administrative Codes, calling the state electrical inspector, or contacting an electrical contractor.
- IPL will furnish, own and maintain the underground utility service conductor and meter.

##### Residential Services over 400 Amps - Service Conductors:

- Contact your electrician for the maximum number of conductors allowed per phase on three-phase services beyond the connection to IPL facilities.

##### Underground Residential Service Entrance - Conduit Size:

###### 200-400 amperes - permanent underground

- 3 in. schedule 80 gray conduit extending 18 in. min. below grade
- 3 in. PVC expansion joint
- 3 in. Schedule 40 gray conduit from IPL equipment; 24 in. radius sweep min.

###### 200 amperes - Development

- 2 in. schedule 80 gray conduit extending 18 in. below grade
- 2 in. PVC expansion joint
- 2 in. schedule 40 gray conduit from IPL equipment; 24 in. radius sweep min.

###### Over 400 amperes

- Conduit and service wire will be supplied by the member. Consult your electrician for sizing.
- The member must furnish, install and maintain all required service entrance equipment, including the service conductor from the point of delivery to the member's equipment.

##### Service Conductor Clearance:

- All underground service conductors rated below 600 volts must be buried with a minimum cover



# Electrical Service Requirement Handbook

## Trenching and Trench Specifications

of 30 in., and maximum final grade depth of 36 in.

- If the electrical service conductor runs parallel to phone, or television lines, there must be a minimum of 12 in. separation.
- When electrical service conductors cross over or under water, phone, or television lines, there must be a minimum of 12 in. vertical separation.

*\*To view an illustrated specification sheet go to [inlandpower.com/service and resources/new construction/permanent underground service](http://inlandpower.com/service_and_resources/new_construction/permanent_underground_service). (Select the applicable illustration), or contact IPL's design department.*

### B. Underground Temporary Service

- The underground temporary meter post must be on a TREATED 6" X 6" X 8' wood post, with 3 ft. securely buried in the ground or an approved manufactured steel pedestal can also be used.
- The temporary service must be within 5 ft. of IPL's splice box or transformer.
- Trench depth for a temporary underground service shall be 2 ft.
- Trench, backfill and underground service conductors, of sufficient length to reach IPL's secondary equipment, must be furnished by the member and approved by the state authority having jurisdiction.

*\* To view an illustrated specification sheet go to [inlandpower.com/service and resources/new construction/temporary underground service](http://inlandpower.com/service_and_resources/new_construction/temporary_underground_service), or contact IPL's design department.*

## 6. TRENCHING REQUIREMENTS AND TRENCH SPECIFICATIONS

The line extension estimate you received does not include the cost of trenching and backfilling. This shall be provided by the member and will be in compliance with IPL specifications.

**Please note any excavation in county right-of-ways must be done by a county approved excavation contractor; a list of those contractors can be obtained from the county permitting office.**

### A. Locating Underground Facilities

- State law requires that all existing underground utilities be notified two full business days in advance before trenching begins so buried facilities can be located and marked.
- Locate marks are only accurate to within 24 in. of the outside dimensions of both sides of an underground facility.
- All excavation within 24" of the located facility needs to be done in a non-destructive manner, such as hand-digging or by using vac-equipment.
- One call to 811 or (800) 424-5555 will notify all existing underground utilities that are member of the "One Call" system.



# Electrical Service Requirement Handbook

## Trenching and Trench Specifications

### Local Area Numbers:

In Washington call 811 or (800) 424-5555.  
In Idaho call 811 or (800) 626-4950.



**Know what's below.  
Call before you dig.**

There is no charge to you for this service as a homeowner.

The following color codes are used to mark utilities.

Red .....	Electric
Yellow .....	Gas/Oil
Orange .....	Telephone/CATV
Blue .....	Water
Green .....	Sewer
Purple .....	Reclaimed Water
Pink .....	Survey
White .....	Proposed Excavation

### B. Member Responsibilities

- Trenches must be inspected before we can schedule your job. The first inspection is included in the line extension fee. **Additional inspections will be at a cost of \$150.00 per visit.**
- Trenching in a county right-of-way or under a public roadway requires IPL to obtain a county use permit. Only IPL approved contractors are allowed to work under this permit. A copy of these contractors will be provided.
- Use caution while ditching; digging into active utilities can cause injury or death.
- You are accountable for any damage done to existing utilities.

### General Requirements:

- Final grade must be complete before ditching to required depth specifications. Mounding over cable will not be allowed.
- All trenching must allow for IPL vehicle access for work to be performed. Trench must be in straight lines or as designed by IPL with the bottom smooth, level and free of obstructions (including tree roots), sharp objects, or rocks larger than 1"
- Excavated or loose material shall be placed at least 2 ft. from edge of trench along the non-access side (do not pile on road or along the side of trench IPL needs to access for installation).
- Transformer prep site must be provided for placement of the pad mount transformer. See specification for transformer sleeve and site prep.
- Water must be removed by pumping or draining at the meter-base and in all trenches.
- Field stakes installed by IPL can be removed while trenching. **These stakes must be replaced at the side of the trench as close to the original location as possible.**



# Electrical Service Requirement Handbook

## Trenching and Trench Specifications

- Failure to replace stakes can lead to improper equipment placement possibly causing delays and/or additional cost.
- A minimum of 3 in. of backfill with rocks no larger than 1 in. and no sharp objects will be placed over power cable or conduit. The remaining backfill should be soil that is free of rocks larger than 6 in. in diameter.
- Trench must be backfilled to final grade before it can be energized. Once trench is backfilled and meter base has been approved by L&I, please contact our operations department to request a connection of service.
- Red caution tape will be provided by IPL and must be installed 1 foot below finished grade.
- Road/driveway crossing requires member to provide 3 in. gray conduit with a pull rope. Contact IPL field engineer for number of conduits, and specifications of conduit requirements.

### Additional Charges:

You will be charged for crew time and equipment cost for the following:

- Incomplete ditch.
- Lost time or other delays to IPL crews caused by the member or member contractor.
- Additional ditch inspection fee is \$150 per visit after initial inspection.
- Additional material used to complete your project.

### C. Trench Specifications

#### Width:

- Minimum width of trench is 12 in. when installing electric only.
- When other utilities such as gas, phone and CATV are installed a wider trench is required. This allows for separation between electric and other lines. (see spec)
- Trench must provide minimum 12 in. separation between electric and communications.
- Trench must provide minimum 24 in. separation between electric and gas or water. (Either a 12 in. vertical and 12 in. horizontal separation or a 24 in. horizontal separation would be acceptable.)

#### Depth:

- **Depth for primary** (high voltage - before the transformer) trench is 36" to 42" max.
- **Depth for secondary** (low voltage - after the transformer) trench is 30" to 36" max.

#### Proximity:

- Member is expected to trench to the base of an existing pole exposing 2 ft. of the pole.
- Member is expected to trench within 2 ft. of primary electric boxes such as transformers, feed -thru cabinets and ground sleeves or red paint locate lines. Check with IPL for details.
- Member is expected to trench up to secondary splice boxes.



# Electrical Service Requirement Handbook

## Meter and Service Entrance Specifications

- For cut-in line situations stay 8 ft. away from located line. Check with IPL for details.

\*\*\*IPL crew will dig under all existing electrical boxes.\*\*\*

IPL Facility Stewardship and Safeguarding:

- Trenches not meeting these requirements will not be approved for service.
- Any and all variations from the above requirements and specifications must be approved by IPL in advance.

\* If you need any additional information, go to our website at [inlandpower.com/service](http://inlandpower.com/service) and resources/new construction/member-customer supplied trench, or contact IPL's design department.

### 7. METER AND SERVICE ENTRANCE SPECIFICATIONS

#### - Single family dwelling 400 amp and below

#### MEMBER RESPONSIBILITIES

##### Items Owned and Installed by Member:

##### 200-400 amperes - permanent underground

- 3 in. schedule 80 gray conduit extending 18 in. min. below grade
- 3 in. PVC expansion joint
- 3 in. Schedule 40 gray conduit from IPL equipment; 24 in. radius sweep min.

##### 200 amperes - Development

- 2 in. schedule 80 gray conduit extending 18 in. below grade
- 2 in. PVC expansion joint
- 2 in. schedule 40 gray conduit from IPL equipment; 24 in. radius sweep min.
- 400 amp requests the installation of heavy duty lever bypass, jaw clamping.
- Service entrance conductors to extend 24 in. out of the weatherhead with neutral marked (overhead).

To view diagrams of our specifications visit: [www.inlandpower.com](http://www.inlandpower.com)

#### **Location:**

- Must be installed 4 to 6 ft. from the finished grade to the center of the meter socket.
- Meter base and conduit must be placed on the outside wall of a permanent, fixed structure, owned by the member, not enclosed in the wall. Flush mount meter bases are not allowed.
- The preferred meter base location is on the transformer or splice box side of the house/building.
  - 1) A post mounted meter or manufactured home pedestal shall be located facing the road for meter access.
- Metering equipment will not be installed under any type of breezeway, porch, carport, deck or similar enclosure. In the event that building construction, alteration or repair, in the opinion of IPL, limits the access to the meter; the member, at their expense, will relocate the meter socket to a location accessible to IPL personnel.
  - 1) It is the member's responsibility to provide and maintain adequate work space and clearances, obstructions including shrubbery and landscaping must be kept clear from the meter location.
- Meters must be protected from ice or snow sliding off roofs by extending eaves, a gutter or other means. Meters must also be protected from physical damage.



# Electrical Service Requirement Handbook

## Meter and Service Entrance Specifications

### **Meter Mounting:**

- All installations must conform to the NEC, WAC and IPL service and metering requirements.
- Meter base must be installed before IPL installs service line (conductor).
- Meter base must be plumb and level and securely mounted to a rigid surface. All conductors must be securely fastened and must not interfere with the meter.
- Meter base must be readily accessible, free from vibration, corrosive atmosphere and abnormal temperatures. If, in the opinion of IPL, a meter is made inaccessible for any reason, the member must, at their expense, move the meter socket to an accessible location.

### **Other Requirements:**

- All temporary power supplied by IPL to member/contractor must be metered. The name(s) of the person(s) responsible for the billing must be included in the application for service.
- All new temporary and permanent meter base installations require a passing inspection by a State Electrical Inspector prior to being energized.
- All meter bases will be UL listed and have set screw lugs provided to accommodate the conductor size as specified by IPL.
- Contact your field engineer for:
  - 1) CT metering and all other service ratings above 400 amps.
  - 2) When a permanent service entrance cannot be provided on the house/building (meter pole installation).
  - 3) Temporary underground/overhead service requirements.
- All backup generator installations must have a transfer switch installed in accordance with the requirements of the NEC.

### **Electrical work on the member's side of the meter:**

All electrical equipment and wiring on the member (load) side of the meter (including the service mast of overhead services) is owned and maintained by the member. The member is responsible for facilitating all repairs, upgrades or changes to member-owned equipment.

The homeowner may request a disconnection of service, allowing electrical work inside meter socket (please call at least two business days in advance). An electrician or homeowner may request a meter unlock to work on the electrical panel or wiring inside the structure.

It is the member's responsibility to ensure all federal, state or local codes that may apply. This includes obtaining electrical permits and inspections when applicable.

Only authorized IPL personnel shall unlock, remove and re-install meters. Note: IPL personnel are not allowed to perform any work on the member (load) side of the meter.

### **IPL RESPONSIBILITIES**

#### **Items Owned and Installed by IPL:**

- Meter
- Service line (conductor) from transformer to meter base

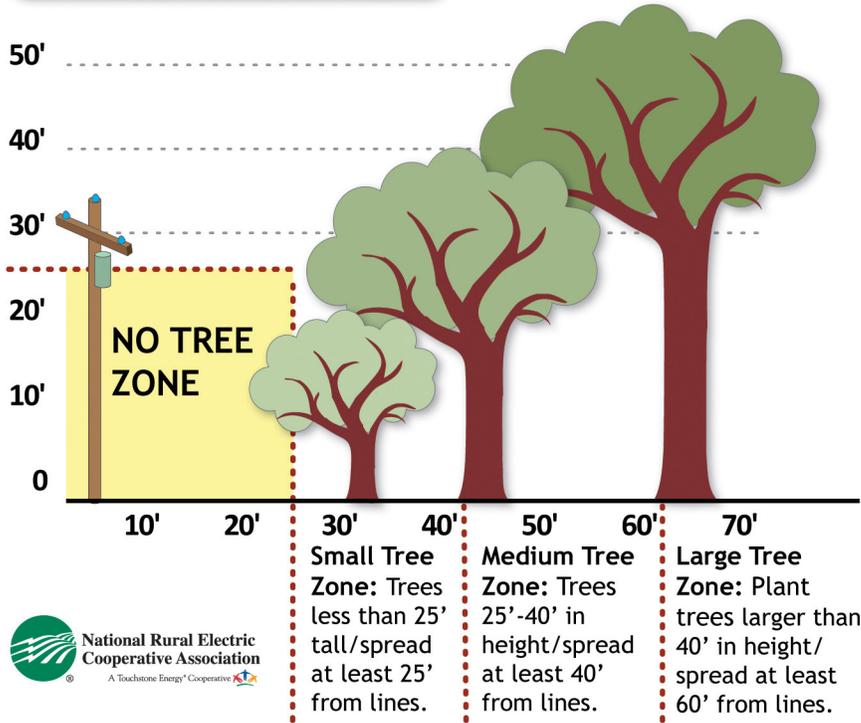


# Electrical Service Requirement Handbook

## Tree Clearing/Right-of-Way Specifications

### 8. TREE CLEARING / RIGHT-OF-WAY SPECIFICATIONS

#### Tree Planting Guide



On all new services, the member will be responsible to clear the initial right-of-way based on Inland Power & Light (IPL) specifications. The IPL arborist will be in contact with the member to discuss the required specifications and to show member what trees/brush need to be trimmed or removed. IPL crews will do all clearing within the State and County right-of-way and the member will be invoiced for this service. Members will not be put on the construction schedule until the right-of-way has been inspected and approved by Inland's arborist. After construction is completed IPL will handle all future right-of-way trimming/removals.

\*\*\*Please do not plant trees under the power lines that will grow tall enough to reach power lines.\*\*\*

If you have questions, please contact Inland Power & Light's arborist at (509) 747-7151 ext 287.