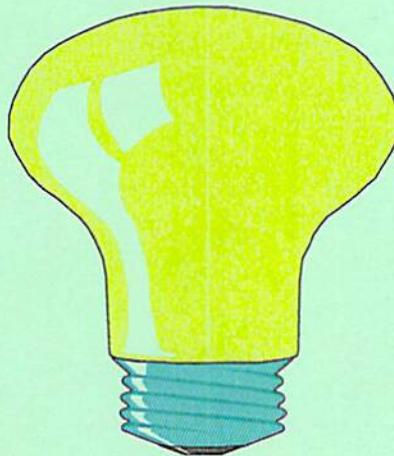


**CITY OF BOERNE
UTILITIES
ELECTRIC SPECIFICATIONS**



**P.O. BOX 1677
BOERNE, TEXAS 78006
(830)249-9511**

ATTENTION ELECTRICIANS

CITY OF BOERNE UTILITIES

ELECTRIC SERVICE PROCEDURES

Contact the Public Works Office for service availability information at your desired location.

These procedures must be followed to obtain a service connection:

1. A completed Utility Service Application must be submitted to the Public Works Department for 1) a new service; 2) an increase in service; or 3) a relocation of service.
2. Pay any required utility deposit(s) at the Utility Customer Service Office.
3. A **licensed electrician** obtains permit from the Inspections Department (must be applied and paid for before the Public Works Department can be notified of your request). *The electrician named on the electric license is the responsible electrician regardless of whether the work is performed by an individual or by a company.*
4. Permits for new service, service upgrade, or service relocate **MUST** be paid for at the Utility Customer Service Office.
5. Necessary appointments will be made at this time through the Public Works Department. **All** services require the on-job electrician meet with the Electric Department on-site to discuss the service requirements. *Meter cans may be obtained from the Electric Department at this meeting.*

INSPECTION PROCEDURES:

6. For **overhead connections**, the electrician must call the Code Enforcement Department for an inspection of the customer side electric service to the city point of service (**top of weather head**). For **underground connections**, the electrician must call the Code Enforcement Department for an inspection of the customer side service to the city point of service (**bottom of meter socket**). Where applicable, both the Code Enforcement and Public Works departments will inspect underground connections when the city point of service (bottom of meter socket) is located on the building structure.
7. The electrician must call the Code Enforcement office for an inspection of the electrical work from inside the structure up to the meter box.

ALL outlets, switches, lights, etc. will need to be installed or "hot" wires capped. The breaker panels must also be complete with **ALL** breakers installed.

If, for any reason, the inspection does not pass, an inspection slip will be left at the meter loop explaining why the inspection did not pass. When all necessary corrections have been completed, the electrician must call for re-inspection.

8. When the inspection has passed, the Code Enforcement Department will release the service to the Public Works Department. A work order will be issued to the Electric Department to install a meter. ***After work order issuance, the Electric Department has up to five to ten working days to provide permanent power.***

Contractors are responsible for keeping the utility easement open and accessible. If, at any time, the easement is blocked, service may not be rendered.

NOTE: These procedures are to be followed in order to obtain electrical service and to prevent delays in obtaining such service. Additional inspections may be required.

**MINIMUM STANDARDS FOR ALL METER LOOPS AND SERVICE DROPS
WITHIN
THE CITY OF BOERNE UTILITY SERVICE AREA**

The minimum standards outlined below shall apply to all new electrical connections or re-connections made to the City of Boerne Utilities (CBU) electrical system. Any meter loop not conforming to these standards will not be connected to the utility system.

METER LOOP LOCATIONS: Meters shall be located within 5 feet of the front corner of each residential structure unless an alternate location is approved by the City - on the same side or wall closest to the transformer serving the structure. Meters **will not** be located where they will obstruct the opening of doors or windows. Meters shall be located at such point as to be accessible to utility personnel at all times. Meters shall not be located inside any structure or behind any fence or wall of which the height is greater than 48 inches.

Meter locations must be approved by the Electric Department before electric work begins or power will not be installed. Meter mounting devices shall be installed so that the disc of the meter, when installed, will be exactly level.

Where more than one meter is installed, as on duplex apartments or apartment houses, the meters are to be grouped at a point accessible at all time by CBU employees. Each meter socket shall be clearly and permanently marked. Such marking must show the apartment and/or address to be served by the meter. It shall be the responsibility of the customer or his contractor to ensure the accuracy of the markings with respect to the apartment and/or address.

The meter socket shall be installed such that the meter shall be no lower than 5 feet nor higher than 6 feet from the finished grade.

CONDUIT: All conduits from the meter socket to the weather-head shall be rigid or EMT and have the appropriate dimensions to match the meter socket hub. If the riser is to extend through the roof, it shall be rigid galvanized steel and shall extend to a height sufficient to position the service attachment at a minimum of at least 3 feet clearance above the roof.

All weather-heads will be positioned at a height sufficient to provide a minimum of 10 feet clearance above ground and a minimum of 18 feet clearance across driveways.

POLE CONDUIT: Where the meter loop is to be installed on a meter pole, the following minimum conduit heights are required:

30 ft pole - 17 foot conduit height above meter socket

METER LOOP WIRING STANDARDS: The load side wiring shall be connected to the bottom of the meter socket. The following **minimum wire sizes** shall apply to all new or rebuilt meter loops. This standard includes all wiring from the weather-head to the meter socket and from the meter socket to the main disconnect. All wiring shall be **copper**.

SIZE OF LOOP	MIN. CONDUCTOR SIZE	CONDUIT SIZE	# CONDUCTORS IN CONDUIT
200 AMP	#2/0 (Minimum)	2"	3
320 AMP	#3/0 (Minimum)	3"	3

- A. Neutral wire may be of one size smaller copper.
- B. All conduit terminations in the meter socket and in the main disconnect shall be fully bushed to prevent cutting of insulation and possible hazards.
- C. All main disconnect switches shall be of the same rated capacity as the meter loop.
- D. CBU reserves the right to locate metering at either the primary or secondary side of the transformer, depending upon conditions of service.

UNDERGROUND ELECTRIC LINE SERVICES: It will be the responsibility of the property owner, land developer, subdivider, architect, and/or contractor to furnish and install, at their expense, conduit which meets all specifications of the City of Boerne Utilities and the National Electric Code in accordance with CBU specifications. CBU shall provide and install all wire and cable at such cost to the customer as is specifically indicated in the Fee Schedule.

The customer must furnish and install, at his expense, a lead line of minimum 1000# test whose length is at least as long as the conduit run. The lead line will remain the property of the customer at the conclusion of its use by CBU linemen.

Plastic identification tape, yellow in color with black lettering, reading "CAUTION: BURIED ELECTRIC CABLE BELOW" shall be placed in the cable trench at a depth of 12-18" below the finished ground grade. This tape is to be supplied by the contractor.

NOTE: Approval for installation of permanent power to a building will only be given after the electrical installation is complete, including all wiring, breakers, outlets, switches, covers, etc. If a fixture is not available at the time of the inspection then hot wires shall be capped off. There shall be "NO" open hot wires allowed anywhere.

NOTICE!!!

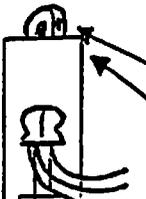
ALL SERVICES EXCEEDING 200 AMP, SINGLE PHASE.

All requests for permanent meter release must have an additional inspection with the electrician performing an ohm test to verify proper connections of phase or parallel conductors. The electrician will perform the test with a representative of the Inspection Department and Electric Department present to witness the test. This test MUST be scheduled a minimum of 24 hours in advance with the Inspection Department.

POWER WILL NOT BE CONNECTED WITHOUT THIS TEST.

TEMPORARY METER LOOP

10' Min.
to drop
loop



ONE POINTER OR EYE TYPE SCREW FOR ATTACHMENT

FINAL HEIGHT OF POST IS 12' FROM GROUND

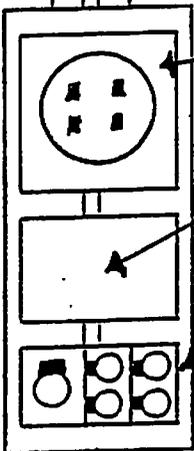
3 EACH #6 OR LARGER COPPER WIRE. 36" LENGTH (WITHOUT SPLICES) IN 1 1/4", OR LARGER, PIPE.



THREE WIRE TEMPORARY SERVICE, THW OR EQUIVALENT

ADDRESS OF BUILDING SITE MARKED ON TEMPORARY ON 1 SQUARE PIECE OF PAINTED 3/4" EXTERIOR OR MARINE PLYWOOD.

4" x 4" POST.



METER CAN HEIGHT: 5' TO 6' ABOVE GROUND.

WEATHERPROOF CIRCUIT BREAKER PANEL CONTAINING ONE 240-VOLT CIRCUIT AND TWO 15 OR 20-AMP, 120-VOLT CIRCUITS.

ALL RECEPTACLES SHALL BE IN WEATHERPROOF METAL BOXES WITH COVERS. ALL 120-VOLT CIRCUITS SHALL BE PROTECTED BY A GROUND-FAULT CIRCUIT INTERRUPTER.

NOTE: 3-LEG WOOD BRACING AGAINST SERVICE (2" x 4" BRACES AND STAKES)

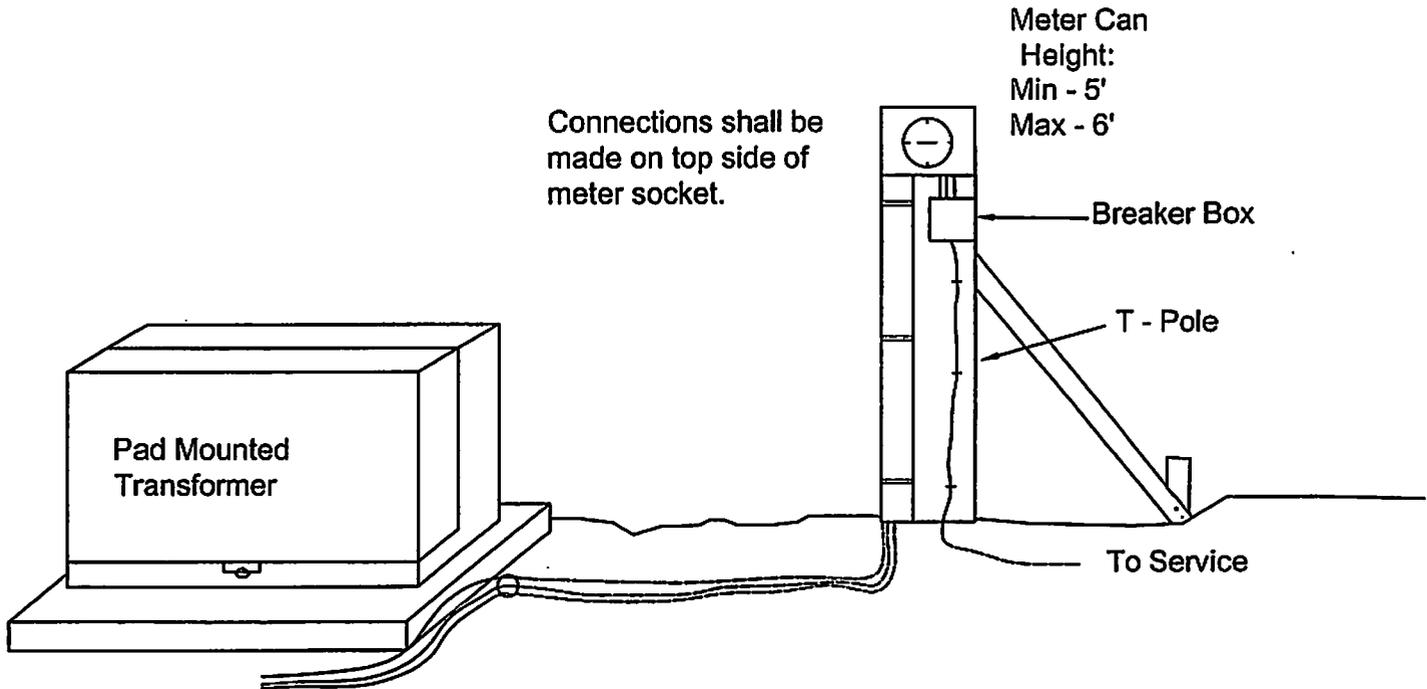
MINIMUM #6 SOFT DRAWN COPPER STAPLED TO POST.

6' GROUND ROD WITH GROUND CLAMPED TO COPPER.

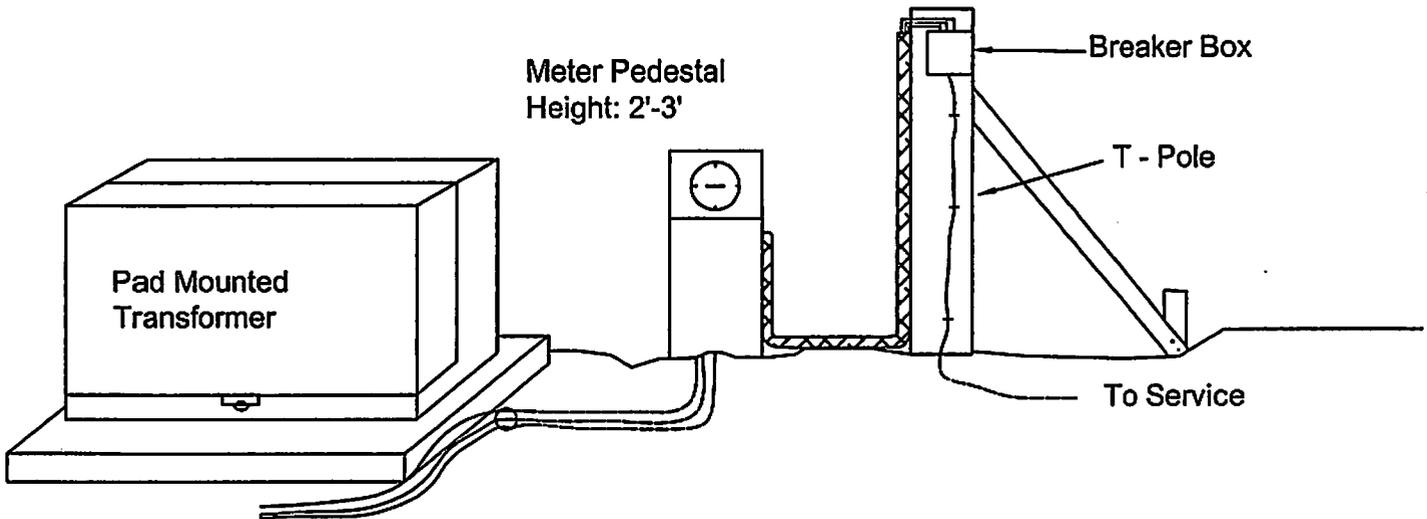
POST 2' IN GROUND.

WHENEVER POSSIBLE, CONTRACTORS ARE REQUESTED TO POSITION METER TO FACE THE ROAD. WHEN SERVICE MUST CROSS STREET, TEMPORARY MUST HAVE 18' CLEARANCE. CONTRACTOR IS RESPONSIBLE FOR ACCESS AVAILABILITY TO POLE. IF EASEMENT IS BLOCKED, SERVICE WILL NOT BE RENDERED.

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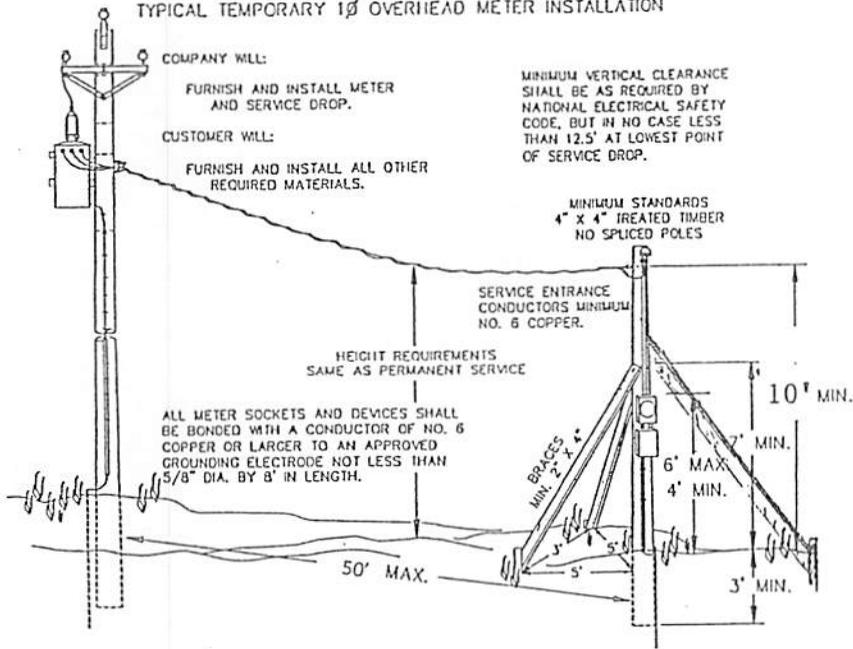


Leads to be 5' long once wire reaches pad mounted transformer.

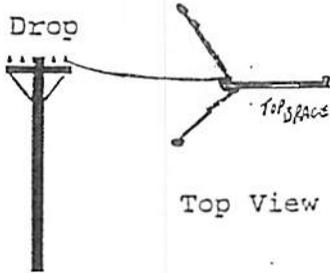


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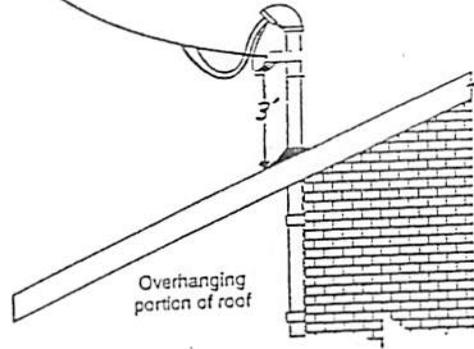
TYPICAL TEMPORARY 1Ø OVERHEAD METER INSTALLATION



Service Drop



Service Drop
Max. 300 volts between conductors



Service drop 600V or less

