

ORDINANCE NO. 1660

AN ORDINANCE TO ESTABLISH AND ADOPT FAIRHOPE
PUBLIC UTILITIES ELECTRIC SERVICE STANDARDS WITHIN
THE SERVICE TERRITORY OF THE CITY OF FAIRHOPE

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FAIRHOPE,
ALABAMA, as follows:**

These standards are issued by the City of Fairhope as requirements for obtaining electric service and electric line extensions and to put forth the service available, conditions for service, and the standards for construction. The requirements of this standard supersede all previous publications of "Electric Service Standards" issued by City of Fairhope prior to this date and is subject to change without notice. These standards are applicable within the service territory of the City of Fairhope Electric Department. For information on standards outside of the Fairhope Electric Department's service territory, contact the appropriate electric utility.

These are provided to assist customers, architects, engineers, contractors, developers, wiremen, and inspectors in planning and installing electric distribution and electric service. It is not intended that any requirements may be unduly restrictive or burdensome, but that these regulations and policies serve to provide safety guidelines and expedite service connection by establishing uniform and equitable standards for electric service.

No one rule or instruction covers all conditions. For conditions not specifically covered within these standards, the customer shall defer to the Electric Department Superintendent or his/her designee for a decision on the appropriate course of action.

The City of Fairhope welcomes and encourages all inquiries concerning unusual or special needs and to provide clarification of our requirements and standards.

Section I. General.

All new construction will be installed underground including residential, commercial and industrial.

The customers wiring and electrical equipment shall be installed in accordance with the latest versions of the National Electric Code (NEC), any state and local ordinances.

All wiring installations must be inspected and approved by the City of Fairhope Building Department. Connection to the City of Fairhope's electric system can only be completed after this inspection and approval has been obtained.

The City of Fairhope will refuse service to any new or altered installation which the City considers to be unsafe. The City may disconnect a service that shows physical evidence of tampering, hazardous conditions or diversion. Notice of disconnect will be provided to the customer in these instances.

The Customer will give the duly authorized agents and employees of City of Fairhope, when properly identified, full and free access to the premises of the Customer at all reasonable hours. This access will be for the purpose of installing, reading, inspecting, adjusting, repairing, maintaining, replacing or removing any of the City of Fairhope's facilities on the premises of the Customer or for any other purpose incidental to the electric service supplied by City of Fairhope.

The City of Fairhope will use reasonable diligence to supply continuous electric service to the customer but does not guarantee the supply of electric service against irregularities or interruptions. The City of Fairhope will not be considered in default of its service with the customer and will not otherwise be liable for any damages incurred by any irregularity or interruption of electric service.

Section II. Secondary Voltages.

The following voltages are supplied by the City of Fairhope. For any voltage request outside of these, contact the Electric Superintendent.

- Single-phase, two-wire, 120 volts.
- Single-phase, three-wire, 120/240 volts.
- Two-phase, three-wire, 120/208 volts wye.
- Three-phase, four-wire, 120/208 volts wye.
- Three-phase, four wire 277/480 volts wye.

The actual secondary distribution voltage at the customer's meter will vary up to and including plus or minus 5 percent of the nominal voltage conforming to the ANSI Standard C84.1, which deals with electric power supply and utilization systems. It must be recognized that because of conditions outside the City of Fairhope's control, there will be infrequent and limited periods when sustained voltage outside these limits may occur. Additional voltage variation will occur between the meter and the customer's utilization equipment at normal operation.

Section III. Metering.

Only one meter for each rate and/or voltage class under which the customer receives service will be installed and maintained by the City of Fairhope for each customer at each service address.

Additional meters may be used at the sole discretion of the City of Fairhope when the electric requirements to the building exceed the capacity of the largest transformers or other circumstance where it is required for the convenience of the City of Fairhope.

The customer will provide and maintain without cost to the City of Fairhope, sufficient and proper facilities for the installation of electric meters, including Current Transformer (CT) cabinet, and other electrical apparatus. Meter sockets will be provided by the City of Fairhope. The equipment will be installed at an easily accessible location on or within the premises to be supplied with service and in accordance with the rules contained herein. The electric meter socket and CT cabinet are owned by the customer and all costs to maintain this equipment are the owner's responsibility. CT cabinets are to be installed on the customers building. CTs will not be installed inside or connected to a transformer without prior approval of the Electric Superintendent or his/her designee.

The City of Fairhope will supply CTs and wiring from the CTs to the meter.

Single phase electric services rated at 200 amps (main size) and below, require a self-contained meter socket. Single phase electric services rated greater than 200 and up to 400 amps may install either a 320-amp self-contained meter socket (120/240V only) or a CT (current transformer) rated meter socket and CT Cabinet. Single phase self-contained meter sockets for electric services rated at 400 amps and below, are acceptable with, or without an integral disconnect [main breaker(s)]. Single phase electric services rated over 400 amps will require a CT (current transformer) rated meter socket and CT Cabinet.

Section IV. Electric Meter Locations.

The location of meters and metering equipment will be designated by the City of Fairhope where they will be readily accessible at all reasonable hours for reading, testing, inspecting, and other maintenance purposes. No wiring dependent upon the meter location should be started until the location has been assigned. Meter locations will meet the following requirements:

- Meter sockets will be plumb and securely fastened to the building wall (at framing members).
- All new or upgraded meter sockets will be installed where measurement at centerline of meter is 5 to 6 feet above finished grade or permanent platform. If this measurement cannot be met, a variance to this rule is required on a case-by-case basis through the Electric Superintendent.
- Meter sockets must NOT be installed under projections lower than 6-1/2 feet to allow for reading and maintenance of equipment.
- A minimum of three feet of clear space must be left in front of the meter for reading.
- A minimum of two feet of clear space measured from any part of the meter socket to all conduits, pipe, walls, etc. must be maintained for servicing.
- Electric meters, CT cabinets, panels or any source of ignition will be located at least three feet radially from gas meter regulator vents.
- All above-ground conduit on the line side of the meter will be SCH80 PVC. In all cases it will be as required by City of Fairhope Building Department to meet the NEC.
- Customer owned equipment shall not be physically attached to a City of Fairhope meter. Any customer equipment found attached to a City of Fairhope meter will be removed.
- Exterior meters will not be installed where they will interfere with traffic, sidewalks, driveways, or where they will obstruct the opening of doors or windows, or in any location which may be considered hazardous or cause damage to the metering equipment.
- If multiple meters are at the same location, the customer will tag each meter base with enough information to readily identify the location served. This will be a brass tag or other permanent, weatherproof mechanism, attached to the meter base with the unit number.

Section V. CT Cabinet Locations.

Where CT cabinets are required, they will be furnished and installed on the outside of an exterior wall by the customer.

All residential single-phase CT metered installations shall be wired using two CTs. The size of the cabinet shall allow a minimum bending space in accordance with Section 312 of the National Electrical Code. If the service wires enter the cabinet, terminate directly on the CTs and exit on the opposite side, then minimum cabinet dimensions shall be 18" wide x 24" high x 10" deep. This cabinet will accommodate installations with a maximum of two 350-kcmil conductors per phase. The City of Fairhope will designate a point to which a customer shall install either (1) 3 inch or 4 inch conduit from the CT's at a depth of 36 inches- typically to a j-box or transformer SCH80 PVC.

All commercial and residential CT cabinets shall meet the following requirements:

- CT cabinets requiring three CTs shall measure a minimum of 24" wide x 30" high x 10" deep.
- Rated and factory labeled "NEMA 3R."
- Rated 600 volts maximum and shall have a grounding lug.

- Doors shall be supplied with a hasp to accept a padlock (5/16 inch diameter shackle). All raceways and compartments ahead of the cabinet shall also be sealable. No breakers, fuses, or other customer accessible equipment is allowed in the cabinet.
- Incorporate a provision (lug or terminal) for bonding together line and load side service neutrals with electrical bond to the cabinet. If the CT cabinet is on the load side of the main disconnect, where the neutral is already grounded, do not bond neutral block to the CT cabinet. This termination shall also include a terminal for connecting #12 AWG solid or stranded copper wire to the neutral conductor within the enclosure for purpose of providing a secondary neutral to the meter.
- CT cabinets shall be installed immediately adjacent to the associated meter socket(s). A minimum clearance will be provided in front of the CT cabinet to fully open the door and have at least 3 feet of working space. The maximum height to the top of a CT cabinet will not exceed 7 feet above finished grade. Physical location of the CTs must be centered between 48 inches and 72 inches above finished grade. CTs must be installed with the white dot (H-1) facing the line side. The line side must be fed from the top of the CT cabinet, with the load side fed from the bottom. The contractor will be required to label the line side and load side of the CT cabinet. The line and load sides shall be marked accordingly as "LINE" or "LOAD". No other meter devices or customer equipment will be allowed within the CT cabinet. Any variance requires written approval from the City of Fairhope Electric Superintendent.

Section VI. Temporary (Construction) Services.

- No electric service will be disconnected for demo without a demo permit issued by the City of Fairhope Building Department.
- Locations of temporary services will be coordinated with the Fairhope Electric Department
 - Please call 928-8003 to coordinate location
- Electrician / Customer will supply all necessary hardware including pole, breakers, ground rod, meter socket and the required wiring from meter to the breakers.
- Installation must meet the then current NEC including GFI breakers and grounding.
- The City of Fairhope will verify the installation prior to energization of the temporary service.

Section VII. Clearance around equipment.

The City of Fairhope provides a safe work environment for its employees. As such, landscaping, walls, fences or other obstructions that prevent employees from safely performing their job functions shall be removed. The City of Fairhope shall not be responsible for the replacement of any landscaping, walls, fences or other items that were removed. Please see the clearances below, if the customer has any questions about these distances contact the Electric Superintendent.

- Minimum of 3' of clearance between the sides and back and 6' of clearance in the front of pad mounted transformers.
- Minimum of 8' of clearance around all sides of a pad mounted switch.
- Minimum of 3' of clearance around all sides of other equipment.

Section VIII. Security Lighting.

Security lighting is defined as year-round outdoor security lighting of yards, walkways, and other areas on property owned by individuals or organizations. Security lighting will be billed to the customer according to the current rate schedule.

Security lighting is not intended to take the place of or interfere with Street Lighting applications (public or private roadway lighting). Security lighting is not intended to take the place of engineered parking lot, storage lot or other commercial lighting requirements.

A limit of two structures and four lights will be installed on any commercial property and a limit of one structure and two lights for residential property.

Lights to be served shall be at locations which are easily and economically accessible to City of Fairhope vehicles, equipment and personnel for construction and maintenance.

It is intended that City of Fairhope owned security lights be installed on existing facilities (distribution poles with secondary conductor), or "short extensions." Short extensions are limited to the installation of a single pole and span of secondary (up to 75') per light. Lighting may be fed underground at the sole discretion of the Electric Superintendent or his/her designee.

The number of outdoor lights is limited to four (4) lights per pole on those poles entirely devoted to the support of outdoor lights, and two lights on all other poles. These limits may be reduced due by the City of Fairhope when existing infrastructure will not support 4 lights.

Luminaires installed on poles along an adjacent roadway **must** be faced towards private property. The bracket length for conventional luminaires is 2-1/2 feet.

Security lighting will comply with the City of Fairhope lighting ordinance.

Section IX. Streetlights.

New streetlights in residential areas will be installed or removed by the City of Fairhope at the request of the homeowner or HOA provided:

- The location of the streetlight or removal is approved by the Electric Superintendent or his/her designee.
- The homeowner or HOA requesting the streetlight or removal has provided to the City written acknowledgement and consent from all homeowners within three houses on each side of the light and on both sides of the street. This consent shall include the owners name, address and signature.

For sub-divisions outside of the City of Fairhope's electric service territory but within City limits, the streetlights will be installed according to the requirements of the utility serving that area. Ownership and maintenance of the light will remain with that utility with the energy cost being paid for by the City of Fairhope.

Section X. Aid to Construction (ATC).

General Information:

- The building department will collect the appropriate fees when application for permit is made.
- No permanent service will be energized prior to inspection and approval by the City of Fairhope Building Department.
- Any service installations larger than 400 Amp require load calculations completed by a licensed Electrical Engineer or Master Electrician prior to approval.

Commercial and Industrial Buildings:

- The minimum charge for a commercial / industrial service is \$1000.00. Actual cost will be determined by the formula \$1000.00 per 200 Amps of service.
- Exception may be made if no trenching or boring is required to provide service. In this case, Aid to Construction will be determined by the cost of the equipment needed to supply the service. In no case will the cost be less than \$1000.00.
- The contractor supplies and installs the conduit from the takeoff pole or alternate location determined by the Electric Superintendent or his/her designee to the transformer. The contractor is also responsible for the secondary conduit and wire from the transformer to the service point.
- The point of demarcation for electric service will be the secondary bushings of the transformer. The customer will own all conduit and wire downstream of the demarcation point, except for metering equipment (meters, CT's) which will remain the property of the City of Fairhope.
- The contractor supplies the concrete pad for the transformer. Specifications will be provided by the Electric Department.
 - Prior to the concrete pad being poured the site must be compacted to a minimum of 95% proxy. Compaction test results must be sent to the Electric Lead Lineman prior to framing.
 - Once transformer pad framing is complete, the contractor will contact the Electric Lead Lineman for inspection prior to pouring of concrete.
- The Electric Department will supply and pull the primary wire from the takeoff pole to the Transformer and terminate.

Residential Buildings:

- For residential services including overhead to underground conversions, the City of Fairhope will trench / bore in the secondary pipe and wire from the transformer to the service and terminate.
- The minimum charge for a residential service is \$250.00. This charge is for an open trench up to 50 feet and includes the pipe and wire. Services over 50 feet will be charged accordingly at \$5.00 per foot.
- The minimum charge for a residential service requiring a bore is \$500.00. This charge is for a service requiring a bore to be made of up to 50 feet and includes the pipe and the wire. Services over 50 feet that require a bore will be charged accordingly at \$9.00 per foot.
- Other than overhead to underground conversion, all distances will be calculated from the property line to the meter location. If no meter location is known, distance will be calculated to the center of the lot. For overhead to underground conversion, distances will be calculated using the existing service length from the takeoff pole to the meter.
- Residential services in new subdivisions will be charged a flat \$400.00.

Primary Overhead to Underground Conversion:

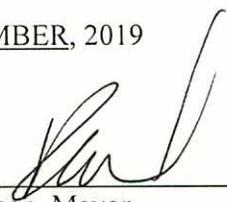
- Overhead to underground conversion of poles framed for primary voltages at a customer's request or resulting from new construction will be charged the full costs of the conversion, including conversion of services as needed.
 - An estimate will be provided by the Electric Department and must be paid prior to any construction.
 - The scope of the required conversion will be determined solely by the Electric Superintendent or his/her designee.

- Conversion of single-phase primary will be from tap point to the end of the lateral.
- Conversion of three-phase primary typically be from the protective device to protective device, but each case will be individually determined.

Severability. The sections, paragraphs, sentences, clauses and phrases of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, then such ruling shall not affect any other paragraphs and sections, since the same would have been enacted by the municipality council without the incorporation of any such unconstitutional phrase, clause, sentence, paragraph or section.

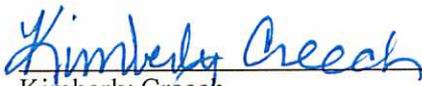
Effective Date. This ordinance shall take effect upon its due adoption and publication as required by law.

ADOPTED THIS 9TH DAY OF SEPTEMBER, 2019



Karin Wilson, Mayor

ATTEST:



Kimberly Creech,
City Treasurer

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on September 25, 2019
Lisa Hanks City Clerk
by Daye Fogarty