

Address:			
Date:			
Legal Owner:			
Address (if different than above):			
Electrical Contractor:			
Address:			
Phone:			
Size of New Service (amps):			
Location of New Service:			
Additional Notes/Information:			

RESIDENTIAL ELECTRIC PERMIT (REP)

Village of Montpelier
 211 N. Jonesville Street, PO Box 148
 Montpelier, OH 43543
 P: 419.485.5543
www.montpelieroh.net

	Village Residential Wiring Permit Fee	\$20.00	
	100 Amp Meter Base w/ Disconnect	\$230.00	
	200 Amp Meter Base w/ Disconnect	\$230.00	
	Temporary Electric Service Hook up	\$100.00	
	Initial Service Connection (Location, Inspection of Service Entrance, etc.)	\$50.00	
	Underground Electric Service ((\$100.00 Base Fee plus \$1.75/ foot Trenching Fee)		

TOTAL FEE COSTS	
ADDITIONAL MATERIAL COST (see attached)	
TOTAL	

(Please note all prices are subject to change without notice)

PLEASE MAKE CHECKS PAYABLE TO: VILLAGE OF MONTPELIER

For 400 amp and Multiple Meter Sets see Electric Superintendent for pricing.

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VOM Approval Signature

Customer/Contractor Signature

(Office Use Only)

Account Number:

VILLAGE OF MONTPELIER ELECTRIC DEPARTMENT

General Specifications for Residential Overhead and Underground Electric Services

The following specifications shall supplement all former rules and regulations.

1. The following describes the installation of a residential meter base positioned on the side of a dwelling. All work shall be done in accordance with the latest National Electrical Code (NEC) and any applicable local, state or federal regulations in existence at the time of installation. All work shall be in accordance with the attached specifications and drawings and shall be subject to the acceptance of the Electric Superintendent or his authorized representative of the Village of Montpelier's Electric Department.
2. All new installations and changes to an existing electrical service shall require a Wiring Permit from the Village of Montpelier. To obtain a Wiring Permit, the owner and/or electrical contractor shall hold a pre-construction meeting with the Electric Superintendent or his authorized representative of the Electric Department to determine the proper installation location and method. ***To schedule a meeting please call the Electric Department at 419-485-5576.***
3. There may be limited circumstances where a customer makes a change in an existing electrical service and such change will be a direct benefit to the Village of Montpelier. Such circumstances may include relocating wires for safety or convenience reasons. In such circumstances, in the discretion of the Village Manager, the Village of Montpelier may reimburse the customer for certain electrical services performed by a private contractor. In such circumstances, the work to be performed and the amount of the reimbursement must be authorized by the Village Manager prior to performance of the work. Any reimbursement will be made after the work has been completed. The Village Manager may refuse to make reimbursement if the work is not performed in accordance with these regulations. The Village Manager may require receipts, invoices, or such other proof of payment as the Village Manager deems necessary prior to making any reimbursement. The Village of Montpelier, its agents, and employees shall not, by reason of any such reimbursement, be responsible for the quality of the work performed by the private contractor.
4. The owner or electrical contractor shall be responsible for calling the Ohio Utilities Protection System (OUPS) at 1-800-362-2764 before any ground rods are installed.
5. The Village of Montpelier reserves the right **NOT** to connect the residential electric service if the Electric Superintendent or his authorized representative considers the installation not to be installed according to the required specifications. The Village of Montpelier also reserves the right to determine unsafe electric services and may terminate those services at any time.
6. All residential electric services shall be a minimum of 100 Amp.
7. For the safety of the Village of Montpelier employees and Customers, all electrical services 400 Amp and lower shall have installed a proper disconnect.

8. All meter socket bases with disconnect breaker shall be purchased from the Village of Montpelier Electric Department along with the Wiring Permit.
9. Meter socket bases with disconnect breaker shall be solidly secured to the side of the dwelling and shall be 4'6" minimum to 6' maximum from final grade.
10. Meter socket bases shall NOT be installed inside porches (screened or open) or inside any carport or garage.
11. If there is more than one meter to the premises, each meter shall be permanently identified by the Customer to properly identify that portion of the premises being served. Metal stamping or a metal tag is required. **Painted identification is NOT acceptable.**
12. Overhead and underground meter socket base locations and the underground trench paths shall be specified by the Electric Superintendent or his authorized representative.
13. The Customer shall install, own and maintain the service entrance equipment in accordance with applicable rules and requirements.
14. The Village of Montpelier's service drop will terminate at the first point of contact on the building or structure supporting the service equipment. The point of service drop attachment on the building shall be located on the exterior wall facing the direction determined by the Electric Superintendent or his authorized representative.
15. Drip loop or point of attachment (whichever is lowest) shall be at least 13' from the final grade on overhead services. Customer's point of attachment must be strong enough to support the service drop (typically 600 pounds tension) and high enough to provide NESC Code clearance for the service drop and drip loop above the underlying area, including the roof.
16. Customer shall install a house knob (provided by the utility) at the point of attachment.
17. No foreign attachments such as cable TV wire, phone wire, fiber wire, etc. shall be permitted on a service riser conduit.
18. Conduit shall be installed on the entire entrance conductor from the meter base into the dwelling, including an entrance sleeve through the wall of the dwelling. All fittings or hardware shall be of weather/corrosion resistant materials, and must be in good condition.
19. Customer shall leave a minimum of 36" of wire from the weather head, and the neutral shall be marked with white tape to differentiate it from other current carrying conductors.
20. Two ground rods of copper weld 5/8" x 8' shall both be driven into the ground to a point where the ground rod clamps are below surface grade. **Galvanized ground rods are NOT permissible.**
21. The grounding conductor to the ground rods shall be determined by size of service. The conductor shall be continuous from the ground lug of the meter to the ground rods. The conductor shall be securely strapped or stapled to the building to protect it from mechanical injury. Otherwise it shall be installed in 1/2" conduit and securely fastened to the wall.

Approved by Motion of the Village of Montpelier Council.

Date: October 6, 2017

Montpelier Electric Dept. Underground Electrical Service Installation

The location of the service must be approved by the Utility before work is started. All meters/disconnects shall be located so as to be exposed and accessible from the outside.

* Please give 24 to 48 hours notices unless it is an emergency.

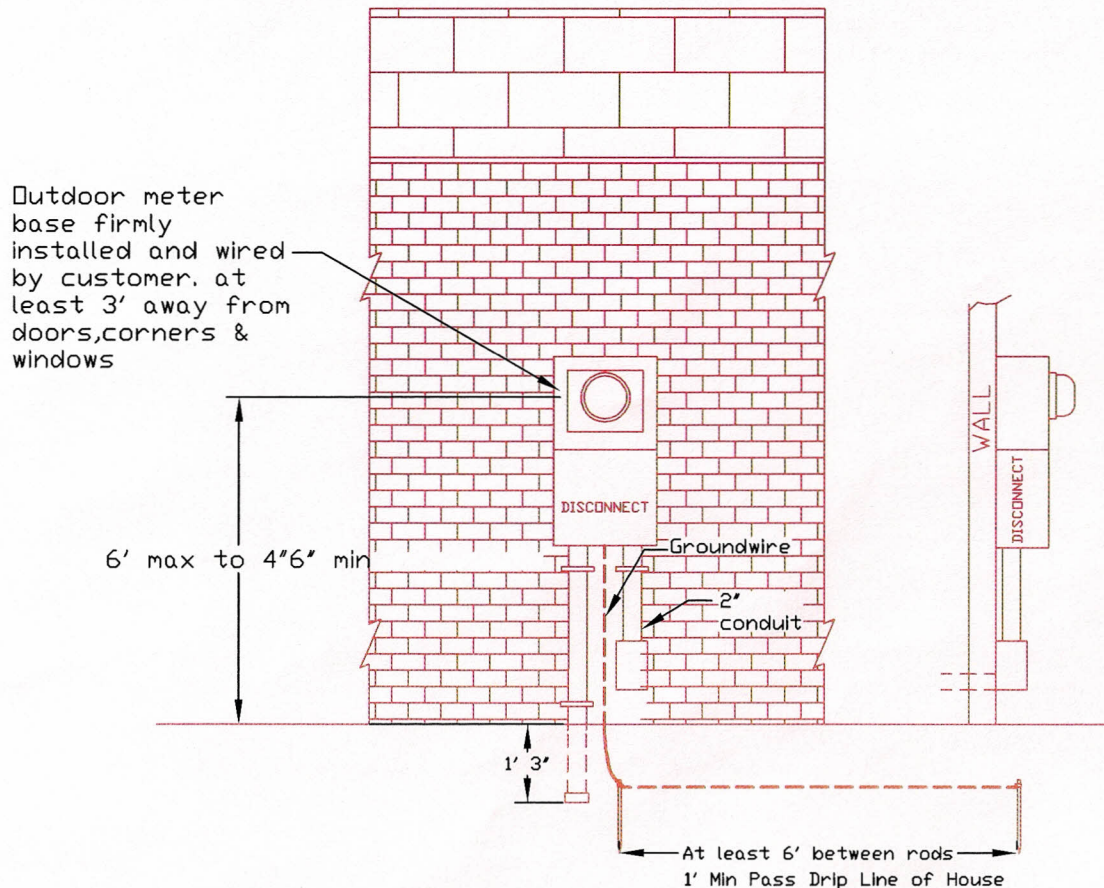
Service Capacity (AMP)		
	100 AMP	200 AMP
Copper Wire	#2	3/0
Aluminum Wire	#2	4/0
Ground Wire	#6	#4

Contractor must follow the latest edition of the National Electric Code (NEC).

Note: Neutral Wire Shall be identified by White Tape on Each End.

3-Wire from utility source to meter base shall be installed in an electrical conduit
4-Wire from disconnect to house electrical panel

* All material can be quoted and purchased from Electric Department



Montpelier Electric Dept. Overhead Electrical Service Installation

The location of the service must be approved by the Utility before work is started. All meters/disconnects shall be located so as to be exposed and accessible from the outside.

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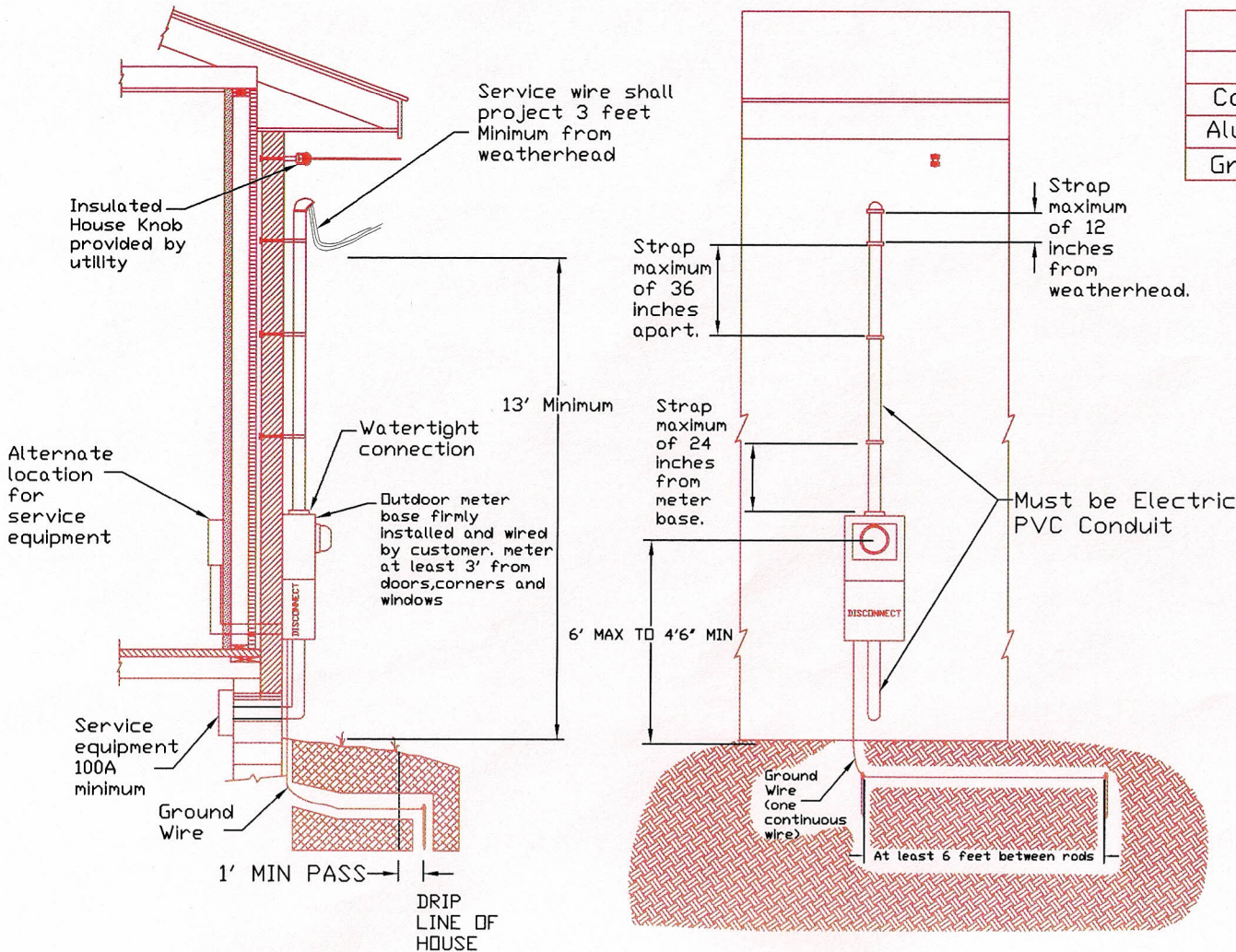
Service Capacity (AMP)		
	100 AMP	200 AMP
Copper Wire	#2	3/0
Aluminum Wire	#2	4/0
Ground Wire	#6	#4

Contractor must follow the latest edition of the National Electric Code (NEC).

Note: Neutral wire shall be identified by White Tape on Each End.

3-Wire from weatherhead to meter base
4-Wire from disconnect to house electrical panel

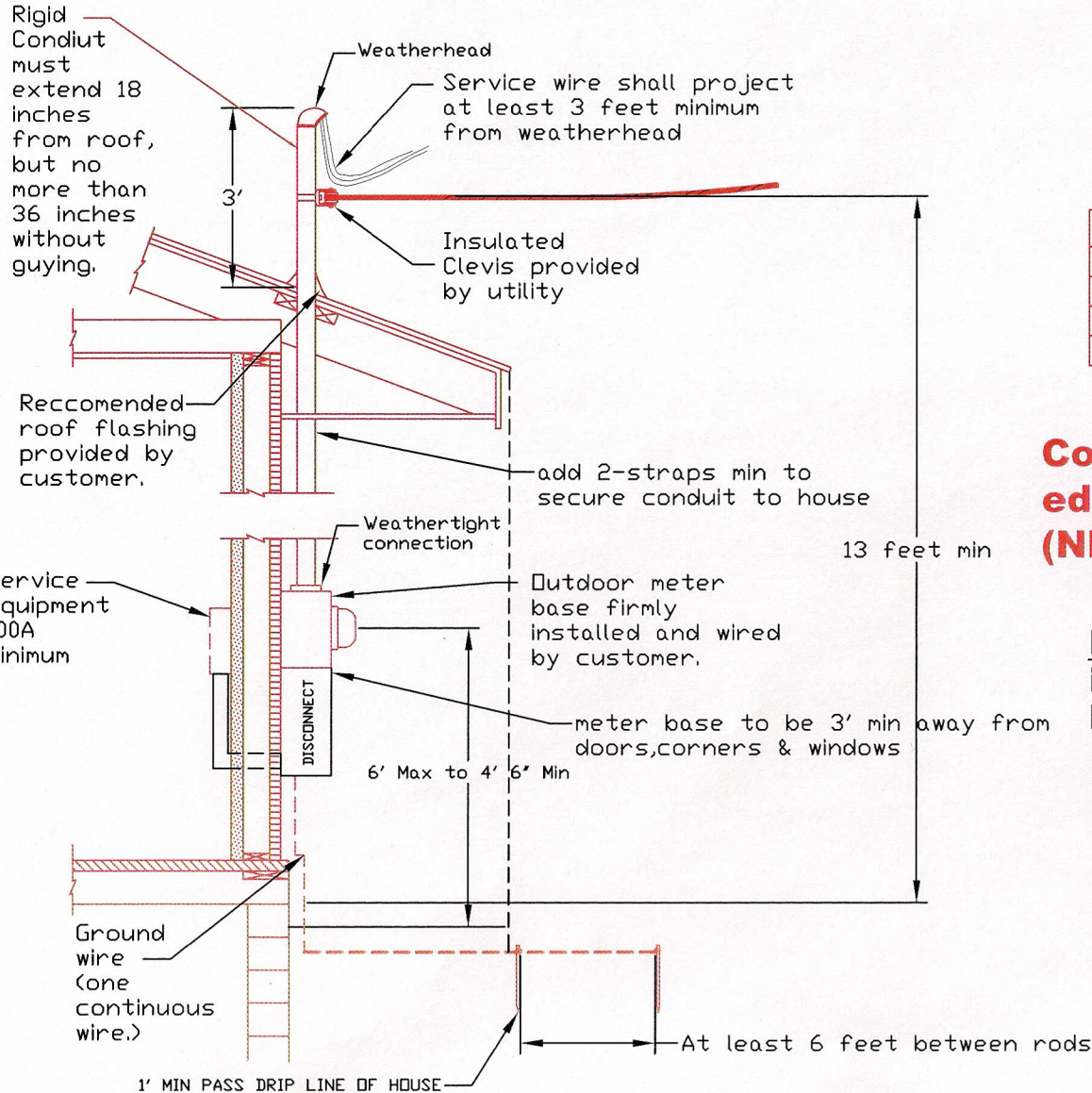
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Montpelier Electric Dept. Overhead Electrical Service Installation

The location of the service must be approved by the Utility before work is started. All meters/disconnects shall be located so as to be exposed and accessible from the outside.

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Overhead Conduit Size	
100A	2" Rigid steel
200A	2" Rigid steel

Service Capacity (AMP)		
	100 AMP	200 AMP
Copper Wire	#2	3/0
Aluminum Wire	#2	4/0
Ground Wire	#6	#4

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