



City of Seattle City Light Department

DEPARTMENT POLICY & PROCEDURE

Subject

Number

DPP 500 P III-408

CUSTOMER-INSTALLED SECONDARY SERVICE CONDUCTORS Effective
FOR DIRECT-BURIED RESIDENTIAL SERVICES

AUGUST 9, 1984

Supersedes January
31, 1979

Approved

Department
City Light

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1.0 PURPOSE

To permit a customer to install secondary service conductors in a trench on private property for residential service, and to allow the trench to be backfilled when it is determined that City Light will be unduly delayed in installing the service conductors, or that such action will benefit the customer in continuing construction.

2.0 ORGANIZATIONS AFFECTED

2.1 Customer Service Division.

2.2 Distribution Division.

2.3 Engineering Division.

3.0 REFERENCES

3.1 Requirements for Electric Service Connection, City of Seattle, City Light Department, April 19, 1982, or as the same may be superseded or amended.

3.2 City Light Construction Standards.

3.3 City of Seattle Ordinance 110733, September 1982, or as the same may be superseded or amended.

4.0 POLICY

4.1 The Department shall permit the customer to install Department-supplied secondary service conductors for direct burial in a trench on private property for a residential service, and shall allow the trench to be backfilled when it is determined that the Customer will be unduly delayed in installing the service conductors, or such action will benefit the customer in continuing construction.

4.2 As stated in the “Requirements for Electric Service Connection” Manual, Chapter 6, Sections 4.6.2 and 6.6.2.6. for direct burial service is an option for residential customers. The customer may, for convenience and greater time flexibility, elect to provide and install conduit for secondary service and thus avoid backbilling delays.

4.3 Customers who install secondary service conductors in accordance with this policy shall not receive a credit to their electric service installation charge for such installation charge for such installation cost.

5.0 DEFINITIONS

5.1 Customer. Any person, firm, corporation, government agency, or other entity that uses, has used, or has contracted for electrical service from the Department.

5.2 Department or City Light. The Seattle City Light Department, City of Seattle, its Superintendent, or any duly authorized employee of the Department.

5.3 Residential Service. One set of service conductors providing electrical service to a single-family dwelling or duplex.

6.0 RESPONSIBILITIES

6.1 The customer shall be responsible for:

6.1.1 Installing a meter socket, instrument transformer enclosure, or service terminal box in its permanent location prior to installation of service conductors in trench.

- 6.1.2 Obtaining State or City Electrical Inspector's approval of trench prior to customer's installation of service conductors.
- 6.1.3 Obtaining City Light approval of trench prior to customer Installation of service conductors in trench.
- 6.1.4 Installing the service conductors and securing them in an approved terminal device such as a meter socket, instrument transformer enclosure, or service terminal box in accordance with applicable Codes and City Light's Service requirements.
- 6.1.5 Protecting the exposed service conductors by securely tying them together and placing them at a terminal point designated by the Department representative.
- 6.1.6 Backfilling the trench in accordance with the City Light Construction Standard #U 12-1-4, "Requirements for Electric Service Connection" manual.
- 6.2 The District Supervisor, Consumer Advisory Services, shall be responsible for determining if the Department will be unduly delayed in installing the service conductors.
- 6.3 The Manager, Consumer Advisory Services, shall be responsible for reviewing this policy on an annual basis and revising as required.
- 6.4 The Service Representative shall be responsible for:
 - 6.4.1 Determining whether the customer shall be given permission to install direct burial service conductors. This determination shall be based on factors relative to each service location and the installation conditions in reference to paragraph 6.2.
 - 6.4.2 Insuring that the customer is informed of his/her full responsibility for damage to the conductor during installation, while awaiting final hookup, or at some later date as a result of his/her installation.
 - 6.4.3 Advising the customer as to the proper bedding and backfilling material required for direct burial conductors, in accordance with City Light Construction Standards, and

determining the length of conductors to be issued to the customer.

6.4.4 Advising the customer to contact the telephone and cable TV companies if their services are scheduled to be installed in the common trench.

6.5 The Engineering Division shall be responsible for all engineering work and shall provide the Service Representative with any necessary technical assistance.

7.0 PROCEDURE

N/A

8.0 APPENDIX

8.1 Distribution: All Department Policy and Procedure manuals.

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