



Edgecombe-Martin County
Electric Membership Corporation

A Touchstone Energy® Cooperative 



Your Guide to **ELECTRIC SERVICES**



Introduction

Edgecombe-Martin County EMC has produced this guide for members and developers who are performing or planning electrical installations in the Cooperative service area.

This Electric Service Guide is for members, contractors, builders, architects, and engineers to plan for new service or to modify an existing service. Edgecombe-Martin County EMC realizes that any successful project (industrial, commercial or residential) requires the cooperation and scheduling of many different entities, including property owners, developers, contractors as well as governmental agencies and utility providers. To aid in that process, this guide provides our members with the necessary information to ensure your project's success, from design to completion.

Our goal is to provide affordable, safe, and reliable electric service to all of our member-owners. Should you or your installer need any assistance, further explanation, or have questions concerning this guide or compliance with any of the requirements of the Cooperative, please contact us at 252 - 823 - 2171.

You can also obtain information regarding Terms and Conditions of Electric Service, as well as Electric Rate Schedules, by visiting www.ememc.com.

Helpful contact numbers are provided here:

Department	Phone Number
Edgecombe-Martin County EMC	1-800-445-6486
Edgecombe County Inspections	252-641-7802
Martin County Inspections	252-789-4310
Pitt County Inspections	252-902-3150
Halifax County Inspections	252-583-4891
Bertie County Inspections	252-794-5303
Beaufort County Inspections	252-946-7182

Our goal is to provide you with all the information you need to establish electric services in a prompt and timely manner. At Edgecombe-Martin County EMC, we are happy to assist you and look forward to working with you on your new development project.

**EDGECOMBE-MARTIN COUNTY
ELECTRIC MEMBERSHIP CORPORATION
TARBORO, NORTH CAROLINA**

I. Objectives:

- To establish construction guidelines for overhead and underground line extensions to temporary and permanent services.
- To specify member and developer responsibilities for deposits, aid-to-construction costs, easements, and construction site preparation for line extensions.

II. Policy Content:

A. Permanent Overhead Service:

- a) Upon application for service, the Cooperative will extend its facilities and furnish overhead service within its service area to a new residential, farm, commercial, or industrial facility requiring standard single-phase or three-phase electric service. The Cooperative will determine if the facilities extension will require financial assistance from the member based on the type, size, location, duration, and power requirements of the member's load as determined by feasibility evaluation procedure.

1. Feasible Line Extensions

- b) Single-phase or three-phase overhead electric service will be extended without cost to a member for a permanent, non-seasonal residence, public school, subdivision, or other facility requiring permanent service that will be used substantially throughout the year. The Cooperative will, on the same basis, extend and furnish service to any other consumer unless, because of the distance of such consumer from the Cooperative's existing facilities, or because of the nature or size of the load to be served such service would impair or unduly jeopardize the Cooperative's financial position.

2. Non-Feasible Line Extensions

- c) The member must pay aid to construction charges for a single-phase or three-phase permanent, overhead service extension to a facility that is of a type, size, location, or duration that cannot be served feasibly, as determined by the Cooperative. The cost to be paid will be based on 100% of the net investment cost and will be payable in advance or financed up to five years with interest charged monthly on the unpaid balance. This cost will be in addition to applicable monthly rate charges. A written service agreement will be required for all service

extensions determined to be not economically feasible. All electric distribution facilities will remain the property of Edgecombe-Martin County Electric Membership Corporation.

- d) The net investment cost is the gross investment cost less the historical average service cost per member.
- e) The gross investment cost is the sum of the following:
 - a. The depreciated value of all existing facilities that have to be abandoned.
 - b. The removal cost of all facilities that have to be removed less the value of salvageable materials returned to warehouse stock.
 - c. The conversion cost of any facilities that have to be upgraded.
 - d. The construction cost of any new facilities, less transformer costs.
- f) The average service cost per member is the total utility plant value (RUS Form 7, Part C, line 3) divided by the total number of services in place (RUS Form 7, Part B, line 3b). The average service cost per member will be calculated annually.
- g) The interest rate to be applied to an unpaid balance will be determined by the Cooperative's board of directors.

3. Service To Street Lights And Security Lights

- h) Overhead service to street lights and security lights will be provided in accordance with the applicable rate schedule.
- i) Overhead service to a security light will be installed without a member contribution in aid to construction where it is feasible and meets the standards of prudent utility practice.

B. Permanent Underground Service

1. Service to New Residential Subdivisions

- a) Upon application for service, the Cooperative will extend underground primary and secondary electric facilities to a new residential subdivision provided the developer will pay the fees according to section II.B.1.e, prior to the commencement of construction. Underground service to individual homes will be

installed at standard costs payable by the homeowner as stated in sections II.B.2, II.B.5, and II.E of this policy.

- b) If the subdivision consists of rental lots for mobile homes, the developer shall install service pedestals with meter bases and disconnect switches at Cooperative approved points of delivery. Provisions for installation of underground facilities to the pedestal shall apply as stated in sections II.B.2, II.B.5, and II.E of this policy. Individual customers shall bear the installation cost of the underground service from the pedestal to the mobile home. The mobile home park owner shall maintain all service entrance equipment according to applicable codes and regulations.
- c) An underground 120/240 volt single-phase service up to 150 feet in length will be installed without cost to the developer for water pumps, sewage pumps, and aerators that are an integral part of, or contiguous to the subdivision. If additional facilities are required to serve such equipment, standard installation costs for new service to commercial facilities shall apply.
- d) The Cooperative shall reserve the right to install overhead lines to the perimeter of the subdivision in order to provide service to the underground system.
- e) The developer shall be responsible for the following fees:

Subdivisions up to 150 Lots			
	Conduit Installed by:	Frontage (up to)	Rate
Option 1	EMEMC	100'	\$595.00 / lot
Option 2	Developer	100'	\$385.00 / lot

*** For lots with greater than 100' frontage rate is calculated upon request.**

2. Individual Underground Services

- a) Upon application for service, the Cooperative will extend its facilities and furnish underground service within its service area to a new residential, farm, commercial, or industrial customer requiring standard single-phase or three-phase electric service under the following conditions:
- b) Where the service drop does not exceed 150 trenched feet, the Cooperative will install the underground service without charge to, or contribution from, the member. To qualify, the load must be non-seasonal, and non-residential customers must have a minimum load of 15 KW.
- c) Where the installation requires a service drop of more than 150 trenched feet to a Cooperative approved point of delivery, the member shall pay, prior to the commencement of construction, \$2.00 per foot for all trenched footage in excess of 150 feet.
- d) If underground primary facilities are required, the member shall pay to the Cooperative, prior to the commencement of construction, the installation cost of such underground primary facilities in excess of the estimated cost of equivalent overhead facilities, exclusive of the material cost of the transformers. This payment shall be in addition to any fees that are required for underground service drops.
- e) Primary and secondary underground facilities will be installed to serve non-residential loads less than 15 KW and seasonal loads provided the member pays, prior to the commencement of construction, the installation cost of such underground primary and secondary facilities in excess of the estimated cost of equivalent overhead facilities, exclusive of the material cost of the transformers. If equivalent overhead facilities would be considered not economically feasible, additional aid to construction charges shall also apply as specified in section II.A.2 of this policy.

3. Overhead To Underground Conversions

Upon request, the Cooperative will replace existing overhead facilities with new underground facilities under the following conditions:

- a) When a member requests that adequate overhead facilities be replaced with underground facilities, the member shall pay, prior to the commencement of construction, the cost of the underground installation, plus the cost of retiring the overhead installation, less

the value of salvageable materials exclusive of the material cost of the transformers.

- b) When it is necessary to upgrade an overhead service drop which is no longer adequate due to an increase in the member's service requirements, the Cooperative will install underground service, if requested, in accordance with this policy. The overhead service drop will be retired at no cost to the member.
- c) Any expenses in relocating or replacing a member's service entrance facilities to accommodate the underground service drop shall be borne by the member requesting the conversion.
- d) Requests for facilities conversions from overhead to underground which are not specifically covered by this policy shall be reviewed and negotiated on an individual basis.

4. Service To Street Lights And Security Lights

- a) Underground service to street lights and security lights will be provided in accordance with the applicable rate schedule.
- b) Underground service for lighting will be installed at the rate of \$2 per trenched foot. This charge shall be waived where the underground cable for lighting is installed in a common trench with conductor for a new service drop, and the rates for the service drop installation shall apply.

5. General Provisions For All Underground Line Extensions

- a) The location of the Cooperative's transmission lines or easements for existing or future transmission lines shall not be affected by any underground line extension.
- b) The normal point of delivery for a service connection shall be designated by the Cooperative prior to construction. Generally, the normal point of delivery will be at the meter location. If the member requests a service connection at a location other than at the normal point of delivery, the member shall pay the greater of either \$2 per foot of service cable for each trenched foot installed beyond the normal point of delivery or \$2 per foot for all trenched feet in excess of 150 feet.

- c) Where soil conditions, rock formations, high water tables, existing underground utilities, or other unusual conditions prevent as much as five percent of the trenching work from being accomplished by the use of standard trenching equipment, the excess cost incurred by such conditions shall be charged by the Cooperative to the owner or developer.
- d) Shrubs, trees, and grass sod requiring protection during the installation of underground facilities will be the responsibility of the owner or developer, and the owner or developer shall hold the Cooperative and/or its subcontractors harmless against any claims for damage to such property. It shall be the responsibility of the owner or developer to seed and/or maintain the trench cover.
- e) The owner or developer shall reimburse the Cooperative for the cost of boring under or cutting through and replacing pavement or concrete.

C. Temporary Overhead Service

1. Upon application for service, the Cooperative will extend, without charge to the member, an overhead single-phase 120/240 volt temporary service drop consisting of one span of overhead service conductor not more than 75 feet in length from the Cooperative's transformer pole to the member's temporary service pole. Exceptions will be considered for installations where this limit may pose a danger to persons or property, or where traffic would prohibit its enforcement.
2. If single-phase temporary facilities are required in excess of what is normally provided, or if three-phase temporary facilities are required, the member will be required to pay the Cooperative in advance for the full installation and removal cost including labor, transportation, unsalvageable materials less transformer costs, plus overhead.

D. Temporary Underground Service

1. Upon application for service, the Cooperative will connect, without charge to the member, an underground temporary service drop for a temporary service pole. The pole must be located no more than five feet from a padmount transformer which has been installed to serve a permanent facility. The member must supply wire leads of sufficient length to connect to the transformer. Transformer connections will be made by the Cooperative.
2. If temporary underground facilities are required in excess of what is normally provided, the member will be required to pay the Cooperative in advance for the full installation and removal cost including labor, transportation, unsalvageable materials less transformer costs, plus overhead.

E. General Requirements For All Line Extensions

1. In order to protect the Cooperative against economic losses, the owner or developer shall be required to make pre-payment of any necessary contributions in aid to construction as determined by the Cooperative. After completion of all construction, any overpayment will be refunded, and any underpayment will be billed. Security deposits may be required prior to the final connection of a security light, street light or new service.
2. Removal, conversion, and construction costs shall include labor, transportation, and a percentage adder for overhead. Material costs shall be based upon the current average cost of each item at the time it is removed from or returned to warehouse stock.
3. The member or developer making the request for the service extension must be the landowner or present to the Cooperative satisfactory proof that the member is acting on behalf of, or with the authority of, the landowner.
4. The owner or developer shall furnish, without cost to the Cooperative, all necessary right-of-way easements and will be required to initially cut and clear the right-of-way. Subdivision developers shall furnish a blanket coverage easement for the entire subdivision prior to the sale of individual lots.
5. The owner or developer shall furnish to the Cooperative in writing, upon request, such information concerning the type, size, location, and duration of the facility to be served as required to assure the Cooperative of the economic feasibility of the line extension.
6. All temporary and permanent services will be metered and subject to the Cooperative's standard applicable rates.
7. Service entrance equipment must conform to the Cooperative's engineering standards and must pass an electrical inspection prior to electric service connection.
8. Where unusual local wiring or electrical code requirements cause additional installation costs, such costs shall be borne by the owner or developer.
9. The type of construction and the location of electric facilities including the owner's point of delivery shall be at the option of the Cooperative. Should the owner or developer desire changes in either the location or type of construction, such installations will be made only upon advance payment of the additional cost incurred thereby. All alternatives must meet the standards of prudent utility practice.

10. The owner or developer of new subdivisions shall have all rights-of-way, streets, alleys, sidewalks, and driveway entrances graded to final grade and have lot lines established and marked before construction of the permanent electrical system begins. An original subdivision plat that has been approved by the local county planning board or other governing authority must be supplied to the Cooperative prior to construction.
11. Requests for line extensions that are not specifically covered by this policy will be reviewed and negotiated on an individual basis.

III. Drawings Content:

- A. Any necessary drawing not found within the EMCEMC list below should be taken from the RUS Bulletin 1728F-806.