
2 Permits and Applications

2.1 Codes and Ordinances

The construction of new or remodeled installations must conform to applicable provisions of the National Electrical Code (NEC), National Electrical Safety Code (NESC), state rules and regulations, city and county ordinances and codes, rules on file with or issued by regulators, Occupational Safety and Health Administration (OSHA) rules during construction and maintenance, and PGE requirements.

2.2 Permits, Rights of Way, and Easements

The applicant is responsible—without cost to PGE—for all permits, rights of way, and easements required for the installation and maintenance of the electrical facilities that serve the applicant. A permit from the local jurisdiction is required before any work in the right of way may be performed.

Only PGE-approved excavation contractors and contractors who have made other special agreements with PGE will be allowed to work under a PGE street-operating permit. The contractor must notify the local jurisdiction before work is to begin per the terms of the permits required to complete the work. Jurisdictions within the PGE service territory have varied requirements regarding the amount of time needed to give notification. A copy of the permit must be on site.

2.3 Application for Service

It is important that the applicant provide PGE with the requested service date and accurate load information in a timely manner. Requests for service to commercial and industrial Customers normally require considerable advance planning by PGE in order to serve the load. All applicants should give a 60-day minimum lead time. Commercial and industrial Customers—and other installations requiring special transformers or other equipment not in stock—may require a six-month lead time or longer.

All applicants must include a site plan that shows the preferred service and meter location with requests for service. Commercial or industrial site plans must also show a single-line diagram of the electrical layout. Commercial or industrial applicants must provide all load information including lighting, water heating, cooking, space heating, air conditioning, and motor load. Sufficient information on equipment operations that estimate the kilowatt demand of the load should also be included. See the service request forms in Appendix B and Appendix C at the end of this book.

PGE will provide assistance upon request to Customers on service requirements and problems related to electric energy utilization for new, existing, and reconstructed installations. The Customer will be held liable for any personal injury or property damage if inadequate notice to and/or approval by PGE was not granted.

If changes in the service agreement are required, immediately contact PGE to set up alternative arrangements.

Local ordinances or state laws require that an applicant obtain appropriate permits before PGE establishes service. This may include approval of an electrical installation by the electrical inspection authority. Approval for service will be granted only after all service requirements have been met. This includes all the requirements referenced in this section of the *ESR* book, as well as the requirements in the rest of the book and in other PGE standards.

2.4 Emergency Connects or Reconnects

A request for an emergency connect or reconnect can be made by an electrical contractor, such as when a tree limb or storm takes down a service drop and damages Customer's service entrance equipment, or a farmer's irrigation equipment is damaged and water pumping service is needed immediately.

Under these emergency conditions an electrical contractor must fill out the *Request to Energize an Electrical Installation* form available on the State of Oregon Building Code Division website, <http://www.cbs.state.or.us/external/bcd/pdf/0948.pdf>. The request must be signed by a supervising electrician and submitted to PGE with a copy of the temporary electrical permit, if required. The electrician must also send a copy of this request to the Customer and inspecting authority. For PGE contact information, see the *Preliminary Information* section.

The Service Coordinator will determine the appropriate process for getting the service connected or reconnected. During normal working hours, a PGE Service Inspector may be requested to inspect the service, or PGE may send a crew to connect or reconnect the service.

PGE may refuse to connect the service if it is determined to be unsafe.