

### **3.0 GENERAL INFORMATION AND REQUIREMENTS**

#### **3.1 APPLICATION FOR SERVICE**

- 3.1.1 Application for service may be made by facsimile, mail, e-mail, or by personal visit to any LIPA office, but the required application form furnished by LIPA, for the class of electric service desired, must be signed and forwarded well in advance of the date service is needed.
- 3.1.2 LIPA shall be consulted regarding the character of service available before plans are completed, equipment purchased, or construction commenced, on facilities to be connected to LIPA's distribution system. Information regarding a customer's proposed electrical installation, should be supplied in writing. It is imperative that the customer/contractor also supply LIPA electric load information in order to insure proper design of its facilities prior to construction. LIPA will not be responsible for errors resulting from information communicated verbally or by telephone.
- 3.1.3 Any change in the location of a meter or a service lateral after installation will be made at the expense of the applicant or customer if it has been:
  - A) Requested by an applicant or a customer for their accommodation, providing such a change is approved by LIPA.
  - B) Deemed necessary to provide suitable location and adequate protection for the meter. Such changes shall be governed by the requirements applying to the new installation.
- 3.1.4 When there is a change in the customer's requirements for electric service or a change by the customer from one service classification to another, such changes shall be governed by the requirements applying to new installations.
- 3.1.5 Services that are cut-off and where the service drop and/or meter have been removed shall require an electrical inspection certificate from the appropriate inspection authority. The service shall fall into the same category as a new installation, and a re-connect of this service shall then be governed by requirements applying to new installations. If there is any question regarding a specific field situation, contact the Distribution Design Department for consultation.

#### **3.2 MOBILE HOMES & TRAILERS**

- 3.2.1 Requirements for electric service and metering for mobile homes, travel trailers, construction trailers, and mobile home courts differ from the requirements of other types of service and, therefore, must be given special consideration for each case.
- 3.2.2 When the service is overhead, the customer shall be required to provide a substantial and adequate service post, guyed if necessary, that is capable of withstanding a horizontal pull of 1,000 pounds at the center of the service bracket. Such a support shall be a treated pole, minimum 25 feet, Class 7, set 6 feet in ground. ( See drawing D7 & D8)

#### **3.3 TEMPORARY SERVICE**

- 3.3.1 Temporary services are those supplied to structures, other than permanent or substantial buildings, for service usually of short duration or during the construction of permanent buildings or projects, or for short time service to carnivals, exhibits, decorative lighting, etc.. Contact LIPA's Distribution Design Department prior to the installation for installation charges and other requirements, including a non-residential application.

- 3.3.2 A treated pole, minimum Class 7, or equivalent (*see drawings D7 & D8*), set in solid earth, is required where no building exists. The customer shall be required to provide a substantial and adequate support, guyed if necessary. Such a support may be a 4" x 6" sound timber securely attached to the framing of a building (*not a trailer*) and extending no more than 3 feet above support if unguyed or 8 feet if guyed.
- 3.3.3 LIPA will provide a charge to install and remove its lines, appurtenances and metering equipment. The applicant shall pay LIPA the total cost, in advance, and pay for electric current consumed based on the appropriate service classification. The customer shall be required to provide a non-residential application for service, a security deposit, and an inspection certificate.
- 3.3.4 Service entrance, metering equipment and other wiring on temporary installations are to be installed in the same manner as required for permanent installations. Inspections and approval shall be required prior to LIPA making service connections.

#### 3.4 SWIMMING POOLS

- 3.4.1 All overhead and underground conductors must maintain a minimum distance away from all pools, hot tubs, spas, and any other swimming area. The minimum distances shall be in accordance with the latest applicable codes and local ordinances, including the latest addition of the NESC (See section 11, drawing D2).
- 3.4.2 If there are any questions regarding the clearance at a specific site, the Distribution Design Department must be contacted to determine available clearances **before** work is started. ***Under no circumstances should anyone, other than qualified LIPA personnel, attempt to measure clearances to LIPA's distribution system***
- 3.4.3 Public Swimming Pools - The New York State Sanitary Code (*i.e., Public Health Law Section 225*) requires that overhead electrical wires must have a minimum clearance of 20 feet measured horizontally from the edge of public swimming pools, or from the mean high water mark at public bathing beaches. This does not apply to private swimming pools, or other bathing facilities owned and maintained by an individual for use by family and friends.
- 3.4.4 Customers may be requested to relocate any portable above grade swimming pool to correct any violation created by the improper placement with respect to Company overhead lines.
- 3.4.5 If LIPA's facilities must be relocated to accommodate a swimming pool, the customer shall bear all LIPA costs associated with this work.

#### 3.5 CHARACTER OF ELECTRIC SERVICE

- 3.5.1 LIPA supplies alternating current at a nominal frequency of 60 Hertz (*cycles per second*). All secondary, primary and transmission voltages mentioned in this book are nominal. In addition, in contingency situations, tolerances in voltage limits may exceed usual system limits as defined in ANSI standards C84.1 (*American National Standards Institute*)

3.5.2 Secondary or low voltage service of the following types will be supplied by the Company under terms of its tariff:

Phase	No. of Wires	Nominal Voltage
1	3	120/240
1	3	120/208 (320 amp max.)
3	4	240/120
3	4	208Y/120
3	4	480Y/277

3.5.3 The service voltage, number of phases and wires will depend upon available lines, the customer's location and the size and nature of the proposed service. As all voltage characteristics are not available at all locations, the customer shall consult Distribution Design before proceeding with installation of wiring or ordering of electrical equipment, to determine the type of service to be supplied.

3.6 SERVICE ABOVE 600 VOLTS

3.6.1 Service voltage above 600 volts will be supplied where conditions warrant. The customer shall consult with the Distribution Design Department prior to proceeding with the installation of any service equipment rated above 600 volts. LIPA will designate the location and the voltage characteristic of service and will endeavor to satisfy the customer's construction plans.

3.7 LOAD BALANCE

The customer shall connect and balance their load so that a minimum of unbalanced current occurs.

3.8 SERVICE TAPS

3.8.1 Unless otherwise specified, all connections to be made outside a building wall between LIPA's wires and the customer's wires will be made and removed exclusively by LIPA authorized personnel. *(Except for the LIPA Connects Procedure as described in Section 4)*

3.8.2 **New service or additions of meters to existing services SHALL NOT be energized by the contractor in any case without specific authorization from the Distribution Design Department.**

3.8.3 LIPA reserves the right to make all service connections. Connections to LIPA's electric system or any alteration to LIPA's metering equipment by any one except LIPA authorized personnel is prohibited by the penal law and punishable as a misdemeanor if done with the intent to avoid payment. Violators of this rule may be prosecuted. The law provides that the user of such a connection, as well as the party making the unlawful connection is presumed to have made or consented to the unauthorized connection to avoid payment and is subject to prosecution.

### 3.9 EMERGENCY SUPPLY

LIPA shall be consulted before any generating equipment is connected to circuits or loads which are supplied from LIPA's lines. Before installing permanently wired generators, the customer/contractor shall contact the appropriate Distribution Design Division and refer to section 11 drawing D35. If parallel operation with the LIPA's system is contemplated, contact the Distributed Resource Management Department at (516) 545-6122 and see section 10.

### 3.10 ELECTRIC HEATING

When electric service will be used for heating a new or existing residence, the residence must meet the minimum insulation standards required by the current edition of the New York State Building Code. A "Certificate of Compliance" for the minimum insulation standards will be required in addition to the "Application for Electric Service". To qualify for LIPA's electric heating rates a load letter must be supplied with the application.

### 3.11 UNAUTHORIZED ATTACHMENTS TO POLES

3.11.1 There is a law prohibiting, and LIPA forbids, the unauthorized attachment of any flags, banners, signs, clotheslines, antennas, etc., to any of its poles. It forbids the use of its poles for placards or other advertising matter. LIPA will remove any such unauthorized attachments without notice and may prosecute any such trespassing.

3.11.2 LIPA forbids any work by contractors on its poles, towers, vaults, surface mounted equipment or manholes without specific authorization.

### 3.12 UNMETERED SERVICES (FLAT CONNECTS)

3.12.1 Any service that is Flat Connected without authorization will be disconnected if a meter can not be installed.

### 3.13 CELL SITES

3.13.1 Cell towers including those on water towers having single or multiple carriers will only be supplied from one service lateral. LIPA will not own the service lateral on private property.

3.13.2 If attaching to buildings the cell site(s) service will be required to come off the existing building service. If the existing service is inadequate for the cell site the building service must be upgraded.

### 3.14 SUBMETERING

3.14.1 **Submetering for Residential purposes in new construction is not permitted** per the Tariff, except for new or renovated Cooperatives and Condominiums, with application and approval by LIPA's Trustees.

3.14.2 Submetering for Non-residential purposes may be permitted if an application is submitted to LIPA's Trustees for approval.

3.14.3 Applications should be sent to the Office of the Chairman at LIPA. Refer to the applicable Tariff Leaf (No.'s 35 thru 38) for further details.