

## **Electric Line Extension and Electric Meter Connect Policy**

It is the City's electric utility's policy to collect all costs for line extensions and infrastructure additions, upgrades and retirements required to serve based on a service application. This Electric Line Extension and Electric Metering Policy shall be applicable to the entire City of Georgetown electric service territory as defined by the Public Utility Commission of Texas (PUCT) approved Certificate of Convenience and Necessity (CCN).

The City of Georgetown will design, procure materials and install electric distribution infrastructure based on a service request. The electric infrastructure design and installation shall follow the electric utility's engineering and construction standards, Unified Development Code of City of Georgetown and the latest edition of the National Electric Safety Code (NESC) and National Electric Code (NEC).

The line extension fees and the electrical connect fees for all the electric service requests shall be based on the following 4 step process:

### **Step1: Line Extension Application**

Applicants shall submit a Line Extension application provided by the City of Georgetown along with the required line extension application fee of \$510. The application fee is non-refundable. A Line Extension application shall be submitted on the required form and include the site development plan, construction plan and additional detailed electric load data (if required). It is the applicant's responsibility to make sure that the site development plan, construction plan and electric load data submitted are accurate and up to date as any subsequent changes will result in additional engineering costs and line extension fees to the applicant.

Upon receipt of the application, the application fee, and the required information, the electric utility shall complete a detailed engineering analysis and design of the electric distribution infrastructure which forms the basis for the Line Extension Fees. Additional costs listed below are included in the line extension fees if applicable. Detailed breakdown of the line extension fees is provided in the Cost Estimate letter. The Cost Estimate letter and the line extension fees will be valid for a period of 90 days from the date of issue of the letter.

Any changes to the site development plan, construction plan and electric load data after the cost estimate letter is issued will result in additional engineering costs and potential changes in the line extension fees that the applicant is responsible for.

### **Single Family Residential including Detached Multi-family and Duplexes**

Fee Per Dwelling Unit	\$3,375
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\*The Fee Per Dwelling Unit includes the applicable labor, material and engineering costs required to provide standard electric distribution infrastructure at the service location. This includes the conductor, transformers and metering equipment associated with the electric service. The additional costs (if applicable) are outlined below. The electric meter connect fees are separate and are not included in the line extension fees.

The fee per dwelling unit shall be reviewed atleast annually to adjust for changes in labor, material and engineering costs required to provide standard electric distribution infrastructure at the service location. Any proposed increases greater than 5% from the existing fee shall be approved by the City of Georgetown's City Council.

### **Residential Multi-Family Development (Apartments)**

Fee per Multi-Family unit	\$1,000
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\* The fee per multi family unit includes the applicable labor, material and engineering costs required to provide standard electric distribution infrastructure at the service location. This includes the conductor, transformers and metering equipment associated with the electric service. The additional costs (if applicable) are outlined below. The electric meter connect fees are separate and are not included in the line extension fees.

The fee per multi family unit shall be reviewed atleast annually to adjust for changes in labor, material and engineering costs required to provide standard electric distribution infrastructure at the service location. Any proposed increases greater than 5% from the existing fee shall be approved by the City of Georgetown's City Council.

### **All Other Requests**

Line Extension fees for all other requests shall be calculated based upon the detailed engineering analysis and design of electric distribution infrastructure and will include the applicable labor, material and engineering costs required to provide standard electric distribution infrastructure at the service location. This includes but is not limited to the conductor, transformers, metering equipment and all other equipment associated with the electric service. The additional costs are outlined below.

### **Additional Costs:**

The following costs, if required, will be included in the line extension fees and are the responsibility of the Applicant:

1. The extension and/or upgrade of three-phase electric power lines to serve new load.
2. The relocation and/or upgrade of any existing underground or overhead electric facilities.
3. The retirement of existing electric infrastructure.
4. Installations that require temporary power.
5. Additional permits required to serve the service location. (TxDOT, Railroad, environmental etc.)
6. System protection devices necessitated by the developer/service request and/or required to meet the utility design guidelines and NESC.
7. Advanced Metering Infrastructure Costs.
8. Civil infrastructure Installation (installed by developer/customer) inspection costs.
9. Specialized power quality/power factor devices required by the developer/service request and/or required to meet the utility design guidelines and NESC.
10. Dual feeds required by the developer/service request. In the case of a dual/redundant feed, the customer shall be required to pay the applicable monthly stand by rate as negotiated in the service contract.
11. Any requirements needed to comply with the electric utility's engineering and construction standards and Unified Development Code of City of Georgetown
12. Costs associated with auxiliary service locations such as serving club houses, pumping loads, pools, signage, mail kiosks etc.
13. Any non-standard costs necessitated by the customer's/developer's service request.

For all line extension requests the following applies:

- The Applicant is responsible for the complete installation and associated cost for necessary civil infrastructure designed to support, protect or convey electric equipment, such as, but not limited to, material and installation of conduit, transformer pads, and meter pedestal pads. The cost for Civil Infrastructure is not included in the Line Extension Fee and is an obligation of the applicant.
- The City of Georgetown's point of interconnection/point of delivery for residential services is the meter pedestal.
- The City of Georgetown's standard transformer and meter pedestal installation is front lot line.
- The electric infrastructure shall be designed, installed and maintained in accordance with the Section 13.06 of the Unified Development Code of City of Georgetown.

## **Step 2: Issuance of Electric Utility Services Availability Letter**

Within 90 days of issuing The Cost Estimate letter the electric utility requires the payment of 50% of the line extension fees prior to issuing the “Electric Utility Services Availability letter” that is required by the City of Georgetown’s Planning department for the approval of the construction plans/site development plans.

Meter Connect Fees for multifamily developments and commercial developments shall be billed and collected along with the line extension fees.

Any design changes requested by the applicant after the issuance of the “Electric Utility Services Availability letter” shall result in additional engineering costs and potential changes in the line extension fees. The applicant is required to pay the actual engineering costs incurred due to the changes and the updated line extension fees.

## **Step 3: Payment of All Outstanding Line Extension Fees and Engineering Costs**

All outstanding line extension fees and any additional engineering costs (if applicable) shall be paid in full prior to the electric utility installing the electric distribution infrastructure. No material procurement or construction scheduling shall occur until all outstanding Line Extension fees and Additional Costs if any are paid in full.

Due to the long lead times associated with electric distribution equipment (transformers, conductors, poles, specialized protective equipment etc.) it is recommended to pay all outstanding line extension fees well in advance of the scheduled electric infrastructure installation date.

## **Step 4: Electric Meter Connect Fees. (Per Meter)**

The following electric meter connect fees are applicable to all new services, service relocations, re-builds, upgrades, additions of Distributed Energy Resources (DER), and conversions from overhead to underground and shall be paid by applicant when requesting the electric service to be energized.

The Electrical Connect Fee is based on the City of Georgetown’s cost to provide the meter, the labor to install the meter, the initial inspection of the meter and related metering and engineering system updates.

1. **Single Phase Power:** Fee assessed and payment due prior to any Building Permit being issued.

0-400 amps	\$200 Meter Connect Fee
Greater than 400 amps	Actual Cost

2. **Commercial Three-Phase:** Fee assessed and payment due prior to any Building Permit being issued.

Commercial Three-Phase	Meter Connect Fee - Actual Cost
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Meter Connect Fees for multifamily developments and commercial developments shall be billed and collected along with the line extension fees.

Version Control:

- Adoption date: 04/14/2020
- Update#1: 07/27/2021



# First Step: Apply for Permit or License



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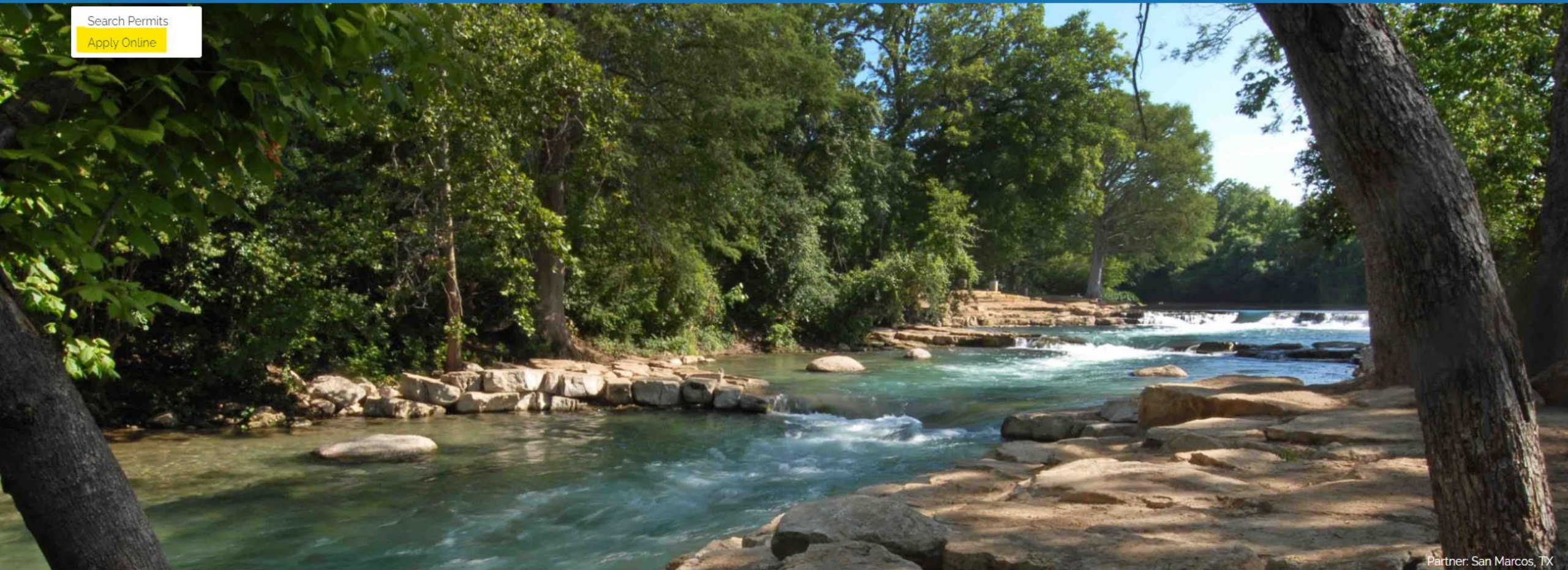
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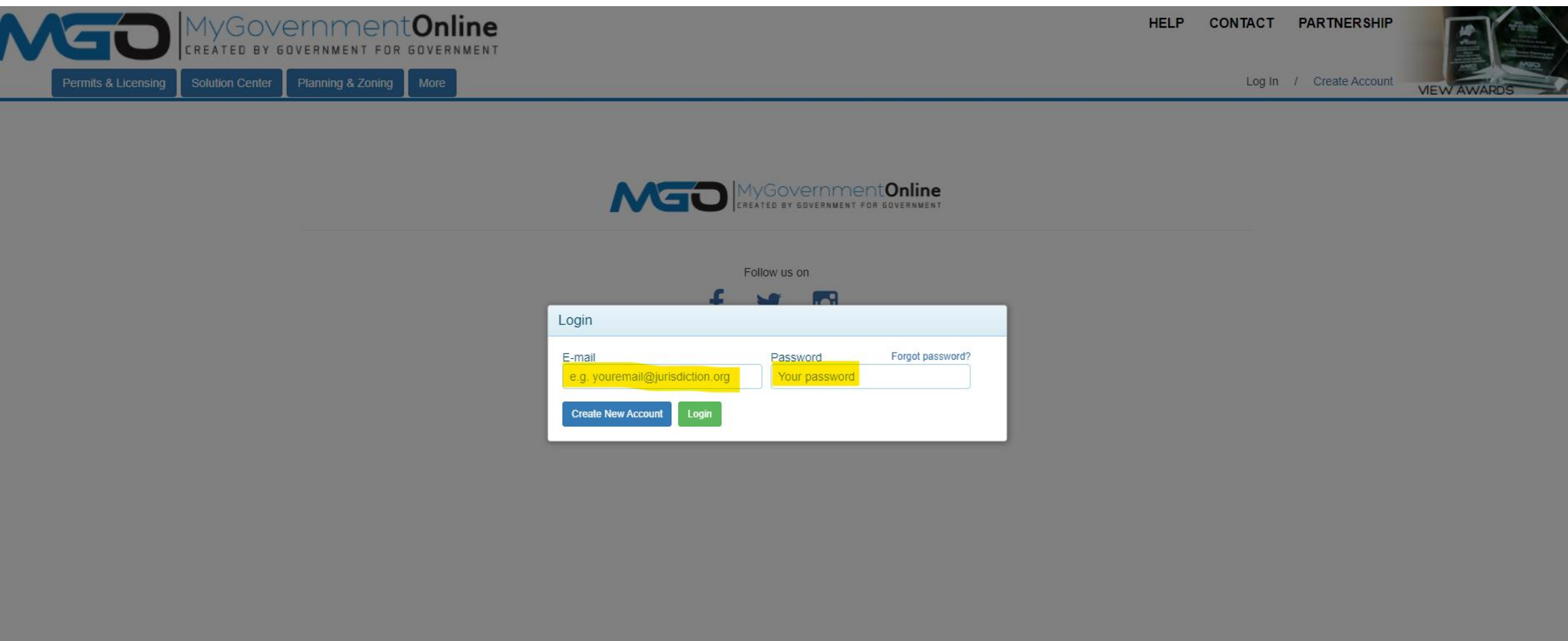
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Partner: San Marcos, TX

## What Can We Help You Do Today?

# Second Step: Login or Create New Account



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VIEW AWARDS

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**Login**

E-mail Password Forgot password?

e.g. youremail@jurisdiction.org Your password

Create New Account Login



# Third Step: Once Logged In, Find “Apply Online”



[Search Permits](#)

[Apply Online](#)

Apply Online

## Jurisdiction and Request Type \*

Some jurisdictions do not accept online applications.  
If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.

Country: \* United States State: \* - Select State -

Jurisdiction: \* - Select Jurisdiction -

Project Type: \* - Select -

[Next](#)

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# Fourth Step: Continue Application Process

## Apply Online

### Jurisdiction and Request Type \*

Some jurisdictions do not accept online applications.  
If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.

Country: \* United States State: \* - Select State -

Jurisdiction: \* - Select Jurisdiction -

Project Type: \* - Select -

Next



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# Next Step: Continue Application Process

## Apply Online

### Jurisdiction and Request Type \*

Some jurisdictions do not accept online applications.  
If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.

Country: \*  State: \*

Jurisdiction: \*

Project Type: \*

Next



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# Next Step: New Application

## Apply Online

Jurisdiction and Request Type \*

Online Permitting Application \*

Get Started on a New Application

Add a permit to an existing project



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# Next Step: Application Type

## Apply Online

Jurisdiction and Request Type \*

Online Permitting Application \*

Select an Application Type

Select an Application Type: \*

- Select an Option -

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# Application Type and Information

Jurisdiction and Request Type \*

Online Permitting Application \*

Select an Application Type

Select an Application Type: \*

Line Extension Application

Click here if you would like to preview the application questions prior to beginning the online application. The application preview is intended as a resource that will allow you to become acquainted with the required questions that will be asked once you begin the online application. Please do not submit the application preview document to the jurisdiction. When you are ready to proceed, click the "Next" button below to begin the online application.

Line Extension Application Instructions

Line Extension Policy

Important Information.  
Click

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# Next Step: Physical Address

## Apply Online

Jurisdiction and Request Type *
Online Permitting Application *
Select an Application Type
Physical Address or Location *
Please provide the physical address or location of your project.
<input checked="" type="radio"/> My Project has been addressed by the Jurisdiction.
Address or Location: * <input type="text"/> City: * <input type="text"/> Zipcode: * <input type="text"/>
<input type="button" value="Next"/>
Select Available Fees
Files Upload

# Next Step: Provide Contact Information

**Customer/Applicant's Contact Information**

First Name

Last Name

Suffix

Business Name

John

Doe

New Development

**Mailing Address**

Address

City

State

Zipcode

300 Industrial Blvd.

Georgetown

Texas

78626

Email

☐ Notify

ⓘ Please enter a valid email

Cell Phone (

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)

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☐ Notify

Home Phone (

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☐ Notify

Work Phone (

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☐ Notify

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Next

# Next Step: Provide Engineering Contact

**Engineering's Contact Information**

First Name

Last Name

Suffix

Business Name

**Mailing Address**

Address

City

State

Zipcode

Texas

Email

☐ Notify

Cell Phone (

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☐ Notify

Home Phone (

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☐ Notify

Work Phone (

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Back

Next

# Next Step: Provide Construction's Contact Info

**Construction's Contact Information**

First Name

Last Name

Suffix

Business Name

**Mailing Address**

Address

City

State

Zipcode

Texas

Email

☐ Notify

Cell Phone (

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☐ Notify

Home Phone (

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☐ Notify

Work Phone (

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# Next Step: Fee Information

## Select Available Fees

### Line Extension Application

This application type requires you to select a single fee from the available list.

Category: \*

Line Extension

Type: \*

Application Fee (Non-refunda...

Calculation: \*

Application Fee 510.000000

Add

Back

Next

Click to add and  
move forward

# Next Step: Provide Addresses

Application Questionnaire

Addresses

911 Address

If available

4000 char(s) available.

Nearest Intersection \*

Please include the complete address

4000 char(s) available.





# Next Step: Provide Line Extension Information

## Line Extension

Project Type \*

Site Development Plans/Construction Plans submitted to City of Georgetown Planning Department? \*

Estimated Construction (civil work) Start Date \*    
Date selected should be at least 4 weeks out

Estimated Service Need Date \*    
Date by which you need the electric service available. Date selected should be at least 4 weeks out.

Please confirm the following \*

The Site Development Plan/Construction plans provided are up to date and can be used for electric design. The line extension fees will be based on the site development plans. Any subsequent changes will result in additional engineering costs and potential changes to the line extension fees.

☐

# Next Step: Provide Electrical Information

## Electrical Information

Type of Service Requested - Select Option -

Service Voltage Requested \* - Select Option -

Main Disconnect (1st interrupting device) or Distribution Enclosure Size (total of all meters) - Select Option -

On 480V service, it is a requirement for the COG that the main disconnect to be installed before the meter.

All items marked with a red asterisk are required fields and must be completed before you are able to submit your application to the jurisdiction.

If you are unsure of a required field's answer you may skip the question to answer other questions.

After you press "next" to advance to the "review" section, you can press the "Save" button to save your progress and return to your application at a later date to continue your progress in completing the application.

# Next Step: Upload all project documents

## Files Upload

If you are attaching any files to this application, click "Upload Files", select the file(s), and please wait for the file(s) to finish uploading before proceeding to the next step.  
If you are expected to include files with your application, a notice will appear below these instructions to inform you of what to upload.

Upload the following files with your application. When possible, please upload PDF files. Consolidate documents/pages into as few PDF documents as possible.

**- Site development plan/Construction Plan/Design renderings** \* **Required**

Please provide the current AutoCAD\*\* file of site development plan/Construction Plan/Design renderings. Plans including all easements and existing utilities (Maximum file size 1 GB) It is highly recommended that the Site Development Plans/Construction Plans reviewed by City of Georgetown's Planning department are submitted for electric designs. \*\*AutoCAD File Requirements: A 1:1 scaled AutoCAD file of the Civil & Utility Site Plan with preferred transformer & meter locations and must be bound without XREF reliance. Formatting must follow Coordinate System: TX83-CF and AE Criteria Manual 1.14.2 requirements.

Upload Files

**- Load analysis form**

All commercial and industrial projects should complete the Load analysis form.

Upload Files

**- Civil plans**

Upload Files

**- Landscape plans**

Upload Files

**- MEP set of PDF plans**

Upload Files

**- Files**

Upload Files

Back

Next

# Next Step: Process Payment

Review

To save your current progress and complete your application another time, please press save before exiting.

The Jurisdiction requires the following permit fees to be paid before the application will be reviewed:

Category	Type	Calculation	Amount
Line Extension	Application Fee (Non-refundable)	510.000000	\$510.00
Total			\$510.00

Back

Save

Click to Pay Fees

# Next Step: Application Payment and Review

Construction's Contact Information

Select Available Fees

Application Questionnaire

Files Upload

Review

To save your current progress and complete your application another time, please p

The Jurisdiction requires the following permit fees to be paid before the applic

Category	Type	Calculation
Line Extension	Application Fee (Non-refundable)	510.000000
Total		

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Save

## APPLICATION CREATED AND SAVED CONFIRMATION

×

### Your Application has been saved and has been assigned application number 782918

Once you have submitted your application to the permit office, you will not be able to edit your application again unless the jurisdiction returns it to you requesting changes.

You can check the status and review your application by clicking the review application button below or by reviewing the "My Applications" section of your account dashboard.

You will also receive an e-mail once the jurisdiction processes your application.

The Jurisdiction requires the following permit fees to be paid before the application will be reviewed:

Category	Type	Calculation	Amount
Line Extension	Application Fee (Non-refundable)	510.000000	\$510.00
Total			\$510.00

PAY NOW

CLOSE

REVIEW APPLICATION

PRINT

# Complete and submit

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Signed In As Jose Espinoza Torres / [Log Out](#)

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