

**Customer Service Regulations for  
SNOHOMISH COUNTY PUBLIC UTILITY DISTRICT**

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**SECTION 2**

**ELECTRIC OVERHEAD AND UNDERGROUND LINE  
EXTENSION REGULATIONS**

**2.1 GENERAL**

2.1.1 USE OF DEFINITIONS: This section sets forth the definitions of terms used in these regulations. Unless otherwise defined within a subsection, the terms shall have the meaning set forth herein.

2.1.2 DEFINITIONS

- (a) **Costs for other than Plat Development Contracts** shall mean the estimated or actual expenses as calculated by the District necessary to provide the service requested by the customer.
- (1) All customers shall pay the estimated cost at the initiation of the project, except as described in subsections 2.1.3 (d), (e), and (h).
  - (2) For projects with estimated costs exceeding \$10,000, the customer shall pay the actual cost for the services on a time and materials basis.
    - (i) The District will track all expenses incurred, which shall be used at the completion of the work to determine if an adjustment to the estimated cost already paid is necessary.
    - (ii) If actual expenses exceed estimated cost, the customer shall pay the difference to the District.
    - (iii) If the actual expenses are less than estimated cost, the District will refund the difference to the customer.
  - (3) For projects with an estimated cost of \$10,000 or less, the customer shall pay the estimated cost on a fixed fee basis.
  - (4) Exceptions to the above must be authorized by the District's General Manager or designee.

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- (b) **Costs for Plat Development Contracts** shall mean the estimated or actual expenses as calculated by the District necessary to provide the service requested by the customer.
- (1) All customers shall pay the estimated cost at the initiation of the project, except as described in subsections 2.1.3 (d), (e), and (h).
- (2) For projects with estimated costs exceeding \$100,000, the customer shall pay the actual cost for the services on a time and materials basis.
- (iv) The District will track all expenses incurred, which shall be used at the completion of the work to determine if an adjustment to the estimated cost already paid is necessary.
- (v) If actual expenses exceed estimated cost, the customer shall pay the difference to the District.
- (vi) If the actual expenses are less than estimated cost, the District will refund the difference to the customer.
- (3) For projects with an estimated cost of \$100,000 or less, the customer shall pay the estimated cost on a fixed fee basis.
- (4) Exceptions to the above must be authorized by the District's General Manager or designee.
- (c) **Fees** shall mean the amounts listed in the Line Extension Fee Schedule for various types of service. Fees shall be based on the cost the District is likely to incur in providing the service requested. Fees will include all applicable public utility and sales taxes.
- (d) **Feasible** means that the District has determined that a requested form of service is consistent with prudent utility practices. Consideration will be given to engineering, reliability, maintenance, relationship to existing facilities, and economic aspects of the requested service.
- (e) **Line extensions** are additions to electric plant necessary to provide customer electricity. Line extensions are capital additions to facilitate the sale of electricity to customers.
- (f) **Infrastructure costs** are costs for reinforcement and/or additions to existing electric facilities in order to serve new loads.

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- (g) **Customer** is any person, firm, corporation, municipality, or agency who requests, contracts for, or uses electrical energy from the District's facilities, or who requests installation, removal, or modification of electrical distribution facilities for a project.
- (h) **Backbone system, also known as feeder lines**, means large capacity power lines that travel out from the substation to distribution points to feed smaller distribution lines in a geographic area. The District defines a backbone system as an underground system requiring 350 kcm AA 12kV conductor or larger conductor and switching cabinets. A backbone overhead system is three phases of 336 kcm AAC conductor or larger.
- (i) **Delivery point** is generally defined as but not limited to the point at which the District's equipment connects to the customer's equipment in an electrical system.

### 2.1.3 GENERAL PROVISIONS

- (a) These provisions shall apply to all subsections of Section 2 of the Customer Service Regulations, as applicable. Under these provisions, the customer has two options. The customer can either contract with the District to provide engineering and construction services or they can contract with prequalified non-District service providers for engineering and/or construction services. The option to use pre-qualified non-District providers does not include backbone systems and projects with materials in excess of \$150,000. If the customer chooses to use a non-District provider for engineering services, the provider must meet all applicable State regulations for the performance of these services and must have a professional engineering license in the State of Washington for this type of work. If the customer chooses to use a non-District provider for construction services, the customer shall select contractors from the District's current pre-qualified list at the time the work is to begin. The work of installing the overhead and underground 12kV or higher voltage conductors including but not limited to transformers, J-boxes, cable splicing, switching cabinets and associated electrical apparatus shall be installed by District pre-qualified contractor(s). Persons installing electric facilities must meet all applicable State and local regulations for performing such work. A copy of the preapproved District pre-qualified contractors can be obtained from the District Project Engineer. These provisions also allow the customer to contract with the District to provide line extension services on private property on a cost estimate basis.

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- (b) All fees and costs must be paid by the customer or developer prior to the District proceeding with construction except as provided in (c) and (d) below. For preliminary engineering work requested by the customer, that in the District's determination will exceed normal and customary service provisions for design and cost estimating, the customer will be required to pay an engineering fee in advance of the work being done. The fee will be a cost estimate based on the scope of work required to provide the service requested.
- (c) In lieu of the customer paying all District costs in advance [see subsection 2.1.2. (a)(1)] for primary distribution work, the customer may elect to make full payment of the estimated expenses after construction is completed subject to the following provisions:
  - (1) The customer signs an agreement that provides the customer will pay for construction and installation of the line extension when it is completed, and that payment will be made pursuant to the terms of an irrevocable stand-by letter of credit or a Set Aside letter, which must be provided to the District by the customer's bank in a form acceptable to the District prior to the start of construction.
  - (2) Upon reconciliation of the customer account for projects done on a time and materials basis, the District will refund to the customer the difference between the estimated expenses and actual expenses if actual expenses are less. If actual expenses exceed estimated expenses, the customer shall pay the District the difference within 30 days of date of receiving the invoice.
- (d) The District may grant municipalities and government agencies the option to pay for construction costs at the completion of a project if a purchase order document has been issued in the District's name and delivered to the District prior to construction start.
- (e) Where a new line extension connects to underground distribution, the line extension shall be underground unless it is determined by the District not to be feasible.
- (f) For any special work requested by a customer that is not provided for in these regulations, the customer shall pay the District's costs, as calculated in subsections 2.1.2(a) and (b).
- (g) If a customer demonstrates to the District that a project should be constructed in phases, the customer may request that advance payment to the District of fees and/or costs be limited to District work associated with each phase of the

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- project. The customer will be required to pay advances based upon the construction schedule. All fees and costs associated with a construction phase must be paid by the customer prior to the District proceeding with any engineering or construction except as provided in subsections 2.1.3(d) and (e), above.
- (h) The District may elect to install additional or upgraded electric facilities or backbone in the course of building a customer project. The customer shall be charged for only those facilities necessary to serve their project and the District shall pay for those additional facilities beyond the scope of the customer's project.
  - (i) Easements and permits will be obtained by the District at the customer's expense.
  - (j) All customer-installed facilities will be inspected and subject to approval by the District at the customer's expense. A District inspector will be on site when customer installed electrical facilities are energized.
    - (1) In residential subdivisions where a customer has elected to use a non-District provider for installation, once the electrical facilities have been installed and have passed inspection, they become the property of the District and shall be maintained as such.
    - (2) Within 30 days of connection to the District's electrical system, the customer will provide a Bill of Sale transferring ownership of the facilities to the District with a one-year warranty acceptable to the District. Failure to provide a Bill of Sale, as stipulated above, may result in the District disconnecting the facilities from its electrical system at the customer's expense. A Bill of Sale is not required for customer installed PUD owned residential secondary service.
    - (3) The customer warrants that materials and equipment furnished will be of good quality and new, unless otherwise required by the District. The customer shall warrant the work against defects in the work as described in the plans and specifications for a period of one year from the date of final acceptance of the project by the District. The customer shall be liable for any and all losses resulting from such defects, including reasonable court costs and attorneys' fees.
    - (4) The District may, at its sole discretion, require a one-year Performance Bond, equal to the value of the line extension, on all line extensions serving multiple customers.

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- (k) The customer shall fully and accurately complete District required documentation providing certain information, including desired completion dates for engineering, installation of road crossings, and installation of the distribution system. This documentation shall be returned to the District to initiate a request for installation of distribution and/or street lighting facilities.
- (l) All customer installed conduit and vaults on private property will be owned and replaced and/or maintained by the customer as may be necessary to provide reliable electric service. The District will not permit access to conduits and vaults when District owned electric facilities are installed and energized within these vaults and conduits.
- (m) Underground residential service conductor will be owned and maintained by the District up to the District's connection point. The connection point is the meter for single family and duplexes on individual lots. The connection point for multifamily (3 or more units), condominiums, commercial buildings, mobile home parks, and common ground cluster housing will be at the secondary vault or transformer.

#### 2.1.4 RULES AND PROCEDURES

Procedures for the implementation and administration of the policies set forth in these Electric Overhead and Underground Line Extension Regulations (Section 2 of the Customer Service Regulations) shall be issued by, or at the direction of, the General Manager. The rules and procedures may include, but shall not be limited to:

- (a) Design standards for line extensions;
- (b) Standards of materials and equipment that may be used in the construction and installation of line extensions;
- (c) Standards for the construction of line extensions;
- (d) Methods for determining that past performance of specific design professionals or contractors has been so deficient the District will not accept their work product; and maintaining a list of such persons or entities;
- (e) Requirements for developers or owners to guaranty and/or warrant the design and/or construction of line extensions;
- (f) Requirements for, and the amount of, maintenance and performance bonds of any type, including surety style, assignments of funds, letters of credit; and

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- (g) Requirements and procedures for the inspection of line extensions during construction and, acceptance or refusal to accept line extensions at the time they are tendered to the District for ownership and to be energized.

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## **2.2 RESIDENTIAL SECONDARY SERVICES -- PERMANENT**

### **2.2.1 CUSTOMER RESPONSIBILITIES**

- (a) The customer shall provide the District with accurate plot and building plans, including load data.
- (b) The customer, in accordance with District Standards, shall provide all trenching and back-filling on the customer's private property for secondary underground service and supply and install conduit as directed by the District unless the District is requested to perform these services [see subsection 2.1.3(a)].
- (c) The customer shall provide access, legal and physical, as required by the District for installation of service and its future maintenance for overhead or underground service and trim all trees as required by the District on the customer's private property. In the event the District is required to trim trees for installation, access or maintenance, the District will charge the customer for the actual cost it incurs.

### **2.2.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District may design and install, but shall own and maintain the secondary service conductors between the District's existing available facilities (those with sufficient capacity) and the delivery point, as designated by the District.
- (c) The District shall be responsible for all construction on public rights-of-way, District property and common easements serving more than one property owner.

### **2.2.3 DISTRICT FEES**

- (a) The customer shall pay all costs and fees in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.
- (b) There shall be a fee for all secondary services, which shall include up to 100 feet of conductor. [See Exhibit A] For overhead service the measurement shall be from the take off pole to the delivery point. For underground service the measurement shall begin from the transformer/pedestal. For service lengths

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- in excess of 100 feet there shall be an additional fee charged on a per foot basis. [See Exhibit A]
- (c) There shall be a fee to establish a secondary underground pedestal at a designated point that is single-phase and 600 amps or less, EXCEPT in an underground plat or other form of subdivision and primary service extension. [See Exhibit A.] For work in the right-of-way there shall be an additional fee based on a cost estimate. There will also be an additional fee based on a cost estimate to bore or open cut a roadway.
  - (d) For secondary service installations which are more than 600 amps, special voltage, multiple-phase and underground installations requiring more than 30 feet of road boring, the District shall make an individual determination of the feasibility of such service. The customer shall pay all necessary costs for such service per subsection 2.1.2(a).
  - (e) Overhead secondary service from primary or secondary underground shall not be available unless the District determines that underground service is not technically feasible. If so determined, the customer shall pay all additional costs for the overhead service per subsection 2.1.2(a).

**2.2.4 CUSTOMER RESPONSIBILITY WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO INSTALL THEIR SECONDARY SERVICE**

- (a) All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All conduit and wire shall be inspected and approved by the District prior to backfilling. The District will make connections (except meter base) and set meter. The customer shall pay in advance an inspection and connection fee. [See Exhibit A]
- (b) If a transformer and/or pedestal/service pole is required, this work can be done by a contractor. There will also be a fee for engineering services based on a cost estimate. The District will provide the transformer to be used.
- (c) The District, if needed, will obtain and confirm all easements for secondary electrical facilities. The customer will pay in advance the cost for real estate services based on a cost estimate.

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## **2.3 RESIDENTIAL -- PRIMARY SERVICES -- PERMANENT**

### **2.3.1 DEFINITIONS AND CONDITIONS**

- (a) The District will design, install, own and maintain the primary system to serve a permanent residential customer along a private road, across private property or along a public right-of-way unless the customer elects to utilize non-District service providers as outlined in section 2.3.5. On private property, easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.
- (b) For installation of the customer's secondary service, section 2.2, Residential Secondary Services – Permanent, shall apply.
- (c) Where underground facilities with adequate capacity exist, the District shall not provide overhead service unless it is determined by the District that underground service is not technically feasible. If so determined, the customer shall pay in advance all costs necessary to provide overhead service, per section 2.1.3.
- (d) Where consideration of population density, special construction requirements or future requirements exists, the District may, at its option, provide service under another section.

### **2.3.2 CUSTOMER RESPONSIBILITIES**

- (a) The customer shall provide the District with three copies of accurate plot and building plans, including load data, location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority.
- (b) If underground primary is to be installed, the customer, in accordance with District standards, shall provide all trenching and back-filling on the customer's private property, supply and install all necessary vaults, conduit and prepare transformer site, unless the District performs these services [see subsection 2.1.3(a)].
- (c) The customer shall provide the District with easements for any primary system not located in a public right-of-way, including common easement roads. The District shall own and maintain the primary system.

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- (d) The customer shall provide access for installation and future maintenance as required by the District for the overhead or underground service, including tree trimming. If installation is to be over property held in common or in which rights are held by easement or otherwise, an easement giving the District service access shall be required.
- (e) At the request of the customer, the District may fulfill all or a portion of the customer requirements in subsection 2.3.2(b) above.

### 2.3.3 DISTRICT RESPONSIBILITIES

- (a) The District shall determine the method of service, i.e., availability, route and/or location, overhead or underground, voltage and phase. If the District decides to use a cable plow, the customer shall be charged a cost estimate.
- (b) The District shall be responsible for all construction on public rights-of-way.

### 2.3.4 DISTRICT FEES

- (a) The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.
- (b) A cost estimate shall be charged for all overhead single-phase primary distribution. The line shall be measured from the existing primary voltage facilities along the actual route of construction to the termination of the new primary service.
- (c) A fee based on a cost estimate will be charged to establish a primary underground service. For work in the right-of-way there shall be an additional fee based on a cost estimate and a fee based on a cost estimate to bore or open cut the roadway. For primary service beyond the District's designated point on the customer's property line to the transformer site, there shall be an additional cost charged on an estimated basis.
- (d) For primary service installation requiring special voltage, and underground installations requiring a road bore, the District shall make individual determination of the feasibility of such service. The customer shall pay all costs necessary to provide such service based on a cost estimate. [See subsection 2.1.2(a)]

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- (e) The customer may choose, with District approval, a method of service contrary to that which has been determined by the District to be most feasible. In such event, customer shall pay all costs based on a cost estimate. [See subsection 2.1.2(a)]

**2.3.5 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS FOR ENGINEERING AND PRIMARY SERVICE INSTALLATION**

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.
- (b) The customer may install the electric facilities. All materials and equipment (with the exception of transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, and ditches shall be inspected and approved by the District prior to backfill. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (c) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior the facilities being energized. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (d) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

**2.3.6 LATECOMERS**

- (a) A new customer who connects directly to a primary service, energized within the last ten years, shall be required to pay a pro rata share of the original cost of only that portion of the existing line which is used to provide service to the new customer. This payment shall be refunded on a pro rata basis to the party(ies) who advanced the original payment (after the new customer receives service).
- (b) To receive a latecomer refund, a customer must apply for it and provide a current address. No refunds will be made unless applied for within one year of the time an applicant has connected to service. No refunds will be made later than ten years after the date the line is energized.

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- (c) Plats, Planned Residential Development (PRD) or other multiple subdivisions requiring multiple services to individual parcels or lots shall be considered as a single customer for latecomer purposes.
- (d) If a customer chooses the option to contract outside the District for engineering and installation of their primary service, the District's line extension cost estimate will be used for calculating latecomer's fees when future customers attach to their extension.

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## **2.4 RESIDENTIAL PLAT AND SUBDIVISION -- OVERHEAD**

### **2.4.1 CUSTOMER RESPONSIBILITIES**

- (a) The customer shall provide the District with three copies of the plat or subdivision map, including location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority.
- (b) The customer shall provide the District with an appropriate easement for the system. On private property, easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.

### **2.4.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District will design the primary and secondary distribution system unless the customer elects to utilize non-District service providers as outlined in section 2.4.4. The District will own and maintain the completed primary system.

### **2.4.3 DISTRICT FEES**

- (a) The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.
- (b) For plats and subdivisions the customer shall pay in advance on a cost estimate basis for an overhead single-phase primary line. For an overhead multiple-phase primary line the customer shall pay in advance all costs necessary to provide such service, per subsection 2.1.2(a). For secondary services refer to section 2.2, Residential Secondary Services --Permanent.

### **2.4.4 CUSTOMER'S RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS FOR ENGINEERING AND OVERHEAD PLAT FACILITIES INSTALLATION**

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and

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- the customer will pay, in advance, a review fee based on a cost estimate. All engineering work as detailed in District Construction Standard 4-23-5.0 titled "Design Criteria for Underground Electrical Subdivisions" and as directed by the District must be completed and submitted to the District.
- (b) The customer may install the electric facilities. All materials and equipment (with the exception of transformers) shall be provided by the customer and will conform to District standards.
  - (c) The District will inspect and approve all electrical installations and connections prior the facilities being energized. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
  - (d) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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## **2.5 RESIDENTIAL PLAT (SUBDIVISION) -- UNDERGROUND**

### **2.5.1 CUSTOMER RESPONSIBILITIES**

- (a) The customer shall provide the District with three copies of the plat development drawings or subdivision map, including location of all roads, lots and planned underground utilities. These drawings shall be provided to the District at the same time that they are submitted for approval to the appropriate governmental authority. The customer shall also provide a copy of the CADD file and an electronic copy of the legal description. The customer shall subsequently provide the District with one copy of the plat development drawings, which have been approved by the appropriate governmental authority.
- (b) The customer shall provide the District with an appropriate easement for the underground system. On private property, easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.
- (c) The customer shall fully and accurately complete District required documentation providing certain information, including desired completion dates for plat engineering, installation of road crossings, and installation of the distribution system. This form shall be returned to the District to initiate a request for installation of distribution and/or street lighting facilities.
- (d) In the event that the plat or subdivision is located within the limits of an incorporated city, the customer shall contact the applicable departmental unit of such city concerning the city's assumption of responsibility for street lighting facilities to be installed in the plat or subdivision. If the city agrees to assume such responsibility and written evidence of such agreement in form satisfactory to the District is provided to the District, energizing the street lighting facilities by the District will be subject to such conditions as may from time to time be in effect under District regulations applicable to street lighting generally, or applicable to incorporated areas, or by contract, as the District may agree.

In plats and subdivisions located outside the limits of incorporated cities, street lighting will be provided under the Suburban Street Lighting guidelines. [See section 2.16]



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**2.5.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District shall own and maintain the complete underground distribution system.
- (c) The District shall design, install, own and maintain the backbone distribution system.
- (d) The District will design and/or install the underground distribution system unless the customer elects to utilize non-District service providers per section 2.5.4.

**2.5.3 DISTRICT FEES**

- (a) The customer shall pay in advance a fee based on a cost estimate for single-phase installation, or for a multiple-phase installation to establish service at the plat entrance. For work in the right-of-way, there shall be an additional fee based on a cost estimate and a fee based on a cost estimate to bore or open cut the roadway. The work within the plat shall be based on a cost estimate.
- (b) Where consideration of population density, special construction requirements or future requirements exists, the District may, at its option, provide service under another section.
- (c) For installation of the customer's secondary service, section 2.2, Residential Secondary Services – Permanent shall apply.

**2.5.4 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO ENGINEER AND INSTALL ROAD CROSSING AND PLAT FACILITIES**

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and the customer will pay in advance, a review fee based on a cost estimate. All engineering work as detailed in District Construction Standard 4-23-5.0 titled "Design Criteria for Underground Electrical Subdivisions" and as directed by the District must be completed and submitted to the District.

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- (b) The customer may install road-crossings. All road crossing installations must be inspected and approved by the District prior to back-filling. The developer shall pay in advance an inspection fee based on a cost estimate.
- (c) The customer may install the electric facilities. All material and equipment (with the exception of transformers) shall be provided by the developer and will conform to District standards. All materials shall be inspected and approved by the District prior to installing. The customer shall pay in advance an inspection fee charged on a cost estimate.
- (d) The District will inspect and approve all electrical installations and connections prior to the facilities being energized. The developer shall pay in advance an inspection and connection fee based on a cost estimate.
- (e) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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**2.6 APARTMENTS, CONDOMINIUMS, COMMERCIAL BUILDINGS,  
COMMON GROUND CLUSTER HOUSING, MOBILE HOME  
PARKS AND SINGLE-METERED RECREATIONAL  
CAMPGROUNDS (NEW LOADS LESS THAN 3MW)**

**2.6.1 DEFINITIONS AND CONDITIONS**

- (a) For primary installations, measurement to determine footage for the District's work in the right-of-way shall be from the District's existing facilities with sufficient capacity to a point, as designated by the District, on the customer's property.
- (b) Where consideration of population density, special construction requirements or future requirements exists, the District may, at its option, provide service under another section.

**2.6.2 CUSTOMER RESPONSIBILITIES FOR PRIMARY SERVICE EXTENSIONS -  
-OVERHEAD AND UNDERGROUND**

- (a) The customer shall provide the District with three copies of accurate plot and building plans, including load data, location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority. The customer may be required to provide a copy of the CADD file and an electronic copy of the legal description.
- (b) The customer, in accordance with District standards, shall provide all trenching and back-filling on customer's private property for the primary system, supply and install all necessary vaults, conduit, and prepare transformer site, unless the District is requested to perform these services [see subsection 2.1.3(a)].
- (c) The customer shall supply, install, own and maintain all secondary underground service conductors.
- (d) The customer shall supply, install, own and maintain all conduit and vaults on private property. The District will not permit access to conduits and vaults when District owned electric facilities are installed and energized within those vaults and conduits.
- (e) The customer shall provide the District with appropriate easements for the primary system on private property. On private property, easements granting service access to the District are required.

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- (f) Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.

**2.6.3 DISTRICT RESPONSIBILITIES FOR PRIMARY SERVICE EXTENSIONS -  
OVERHEAD AND UNDERGROUND**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The underground system will operate under the exclusive control of the District when District owned electric facilities are installed and energized within it. However ownership and maintenance of all conduit and vaults will remain with the customer while ownership of primary conductor, transformers and associated primary electrical equipment will remain with the District. Service conductors to the building will be the customer's responsibility to maintain.
- (c) The District will design the primary underground electric system unless the customer elects to utilize non-District service providers as per section 2.6.6.

**2.6.4 DISTRICT FEES FOR PRIMARY SERVICE EXTENSIONS -- OVERHEAD  
AND UNDERGROUND**

- (a) The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.
- (b) A fee based on a cost estimate will be charged to establish an underground single-phase or multiple-phase installation. For work in the right-of-way, single-phase and for multiple-phase, there shall be an additional fee based on a cost estimate and there will also be an additional fee based on a cost estimate to bore or open cut a roadway, if necessary.
- (c) Costs based on an estimate shall be required for underground primary service on private property for single-phase or for multiple-phase installation.
- (d) The customer shall pay the cost based on an estimate for either an overhead single-phase primary line or an overhead multiple-phase primary line.

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2.6.5 LATECOMERS

- (a) A new customer who connects directly to a primary distribution line, energized within ten years prior to the connection, shall be required to pay a pro rata share of the original cost of that portion of the existing line located within the public right-of-way or multiple use roadway which is used to provide service to the new customer. The pro rata calculation shall take into consideration the costs or charges required serving the customer as if the newly energized line had not existed. This payment shall be refunded on a pro rata basis to the party(ies) who advanced the original payment for the construction of the line (after the new customer receives service).
- (b) To receive a latecomer refund, a customer must apply for it and provide a current address. No refunds will be made unless applied for within one year of the time an applicant has connected to service. No refunds will be made later than ten years after the line is energized.
- (c) If the District energized a primary distribution line or portion of a line at its expense within the previous ten years, new customers may be required to pay a latecomer fee to connect. In this event, the District will retain the appropriate portion of the pro rata payment.
- (d) A customer will not be required to pay a latecomer fee that is more than the customer would be required to pay if the original line had not been built.
- (e) Plats, Planned Residential Development (PRD) or other multiple subdivisions requiring multiple services to individual parcels or lots shall be considered as a single customer for latecomer purposes.
- (f) If a customer chooses the option to contract outside the District for engineering and installation of their primary service (that portion located within the public right-of-way), the District's line extension cost will be used for calculating latecomers fees when future customers attach to their extension.

2.6.6 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS FOR ENGINEERING AND PRIMARY SERVICE EXTENSIONS – OVERHEAD AND UNDERGROUND

- (a) The customer may design their project per District standards and specifications. All engineering work as detailed in District Construction Standard 4-23-6.0 titled "Design Criteria for Underground Commercial/Industrial Developments" must be completed and submitted to the

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District. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.

- (a) The customer may install the electric facilities. All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, and ditches shall be inspected and approved by the District prior to backfilling. The customer shall pay in advance an inspection fee based on a cost estimate.
- (b) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior the facilities being energized. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (c) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

**2.6.7 CUSTOMER RESPONSIBILITIES FOR SECONDARY SERVICE EXTENSIONS -- OVERHEAD AND UNDERGROUND**

- (a) The customer shall provide the District with accurate plot and building plans, including load data.
- (b) For underground service, the customer shall design, provide all trenching and back-filling, supply, install, own and maintain all conduit and conductor from a District designated point to the delivery point on the customer's private property, unless the District is requested to perform these services. [See subsection 2.1.3(a)]

**2.6.8 DISTRICT RESPONSIBILITIES FOR SECONDARY SERVICE EXTENSIONS -- OVERHEAD AND UNDERGROUND**

- (a) The District shall design, install, own and maintain the secondary conductors and pedestals to a District designated point.
- (b) The District will not design, construct or connect to a secondary system where the potential load would cause a calculated voltage drop of more than three percent at the delivery point.

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2.6.9 DISTRICT FEES FOR SECONDARY SERVICE EXTENSIONS --  
OVERHEAD AND UNDERGROUND

- (a) The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.
- (b) There shall be a fee to establish a secondary underground pedestal at a designated point that is single-phase and 600 amps or less [See Exhibit A], or to establish a multiple-phase service [See Exhibit A]. For work in the right-of-way, single-phase or for multiple-phase there shall be an additional fee based on a cost estimate. There will also be an additional fee based on a cost estimate to bore or open cut a roadway.
- (c) For secondary service installations, which are more than 600 amps, special voltage or requiring more than 30 feet of road boring, the District shall make an individual determination of the feasibility. The customer shall pay all costs necessary, based on a cost estimate. [See subsection 2.1.2(a)]
- (d) There shall be a fee for all overhead, single-phase [See Exhibit A] and three-phase [See Exhibit A] secondary services, which shall include up to 100 feet of conductor. For conductor in excess of 100 feet there shall be an additional fee based on a per foot charge. [See Exhibit A]

2.6.10 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT  
SERVICE PROVIDERS FOR ENGINEERING AND SECONDARY SERVICE  
EXTENSIONS – OVERHEAD AND UNDERGROUND.

- (a) All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All conduit and wire shall be inspected and approved by the District prior to backfilling. The District will make connections (except meter base) and set meter. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (b) If a transformer and/or pedestal/service pole is required, this work can be done by a contractor. There will also be a cost estimate fee for engineering services. The District will determine what size of transformer will be required.
- (c) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior to the facilities being energized. The customer

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- shall pay in advance of an inspection and connection fee based on a cost estimate.
- (d) The District, if needed, will obtain and confirm all easements for electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.



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## **2.7 CONVERSIONS AND UPGRADES --RESIDENTIAL -- PRIMARY AND SECONDARY**

### **2.7.1 CUSTOMER RESPONSIBILITIES**

- (a) Customer shall provide the District with three copies of accurate plot and building plans, including load data, location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority. The customer may be required to provide a copy of the CADD file and an electronic copy of the legal description.
- (b) The customer, in accordance with District Standards, shall provide all trenching and back-filling on customer's private property for the primary and secondary system, supply and install all necessary vaults, conduit, prepare transformer site and provide restoration, unless the District performs these services. [See subsection 2.1.3(a)]
- (c) The customer shall provide access for installation and future maintenance as required by the District for the overhead or underground service. Customer shall provide all required tree trimming prior to construction. The District shall perform future tree trimming for primary conductor only.
- (d) The customer shall provide the District with a service easement either new or existing. On private property easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.

### **2.7.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the conditions of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District shall own and maintain the service conductors and primary system.
- (c) The District may design the primary and secondary distribution system unless the customer elects to utilize non-District service providers per section 2.7.4. In addition, the District will install primary conductor and transformer, and own and maintain the completed primary system.

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- (d) The District will not design, construct or connect to a secondary system where the potential load would cause a calculated voltage drop of more than three percent at the delivery point.

**2.7.3 DISTRICT FEES**

The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service. Costs will be based on a cost estimate [See subsection 2.1.2(a)] for all work performed by the District in both the public right-of-way and on private property.

**2.7.4 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS FOR CONVERTING AND UPGRADING RESIDENTIAL SERVICE – PRIMARY AND SECONDARY**

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.
- (b) The customer may install the electric facilities. All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, and ditches shall be inspected and approved by the District prior to backfilling. The District will make connections (except meter base) and set meter. The customer shall pay in advance an inspection fee based on a cost estimate.
- (c) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior the facilities being energized. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (d) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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## **2.8 CONVERSIONS AND UPGRADES -- COMMERCIAL -- PRIMARY AND SECONDARY (UP TO 3MW)**

### **2.8.1 CUSTOMER RESPONSIBILITIES**

- (a) Customer shall provide the District with three copies of accurate plot and building plans, including load data, location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority. The customer may be required to provide a copy of the CADD file and an electronic copy of the legal description.
- (b) The customer, in accordance with District Standards, shall provide all trenching and back-filling on private property for the primary and secondary system, supply and install all necessary vaults, conduit, prepare transformer vault and provide restoration, unless the District performs these services [see subsection 2.1.3(a)].
- (c) The customer shall provide all trenching and back-filling, supply, install, own and maintain all conduit and conductors from the District's designated point to the delivery point on private property for the secondary underground.
- (d) The customer shall provide the District with a service easement either new or existing. On private property easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.
- (e) The customer shall provide access for installation and future maintenance as required by the District for the overhead or underground service. Customer shall provide all required tree trimming prior to construction. The District shall perform future tree trimming for primary conductor only.

### **2.8.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the conditions of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District may design the primary and secondary distribution system unless the customer elects to utilize non-District service providers per section 2.8.5. In addition, the District will install primary conductor and transformer, and own and maintain the completed primary system.

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*Supersedes: Resolution Nos. 4833 (1999), 4744 (1998) 4697 (1997)*

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- (c) The District shall install, own and maintain the overhead secondary service to the customer's delivery point.
- (d) The District will not design, construct or connect to a secondary system where the potential load would cause a calculated voltage drop of more than three percent at the customer's point of delivery.

### 2.8.3 DISTRICT FEES

The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service based on a cost estimate. Costs will be based on a cost estimate [See subsection 2.1.2(a)] for all work performed by the District in both the public right-of-way and on private property.

### 2.8.4 LATECOMERS

- (a) A new customer who connects directly to a primary distribution line, which has been converted from single-phase to three-phase at a customer's expense within ten years prior to the connection, shall be required to pay a pro rata share of the original cost of that portion of the existing line located within the public right-of-way or multiple use roadway required to serve the customer as if the newly energized line had not existed. This payment shall be refunded on a pro rata basis to the party(ies) who advanced the original payment for the construction of the line (after the new customer receives services).
- (b) To receive a latecomer refund, a customer must apply for it and provide a current address. No refunds will be made unless applied for within one year of the time an applicant has connected to service. No refunds will be made later than ten years after the date the line is energized.
- (c) If the District energized a primary distribution line or portion of the line at its expense within the previous ten years, new customers may be required to pay a latecomer fee to connect. In this event, the District will retain the appropriate portion of the pro rata payment.
- (d) A customer will not be required to pay a latecomer fee that is more than the customer would be required to pay if the original line had not been built.

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- (e) Plats, Planned Residential Development (PRD) or other multiple subdivisions requiring multiple services to individual parcels or lots shall be considered as a single customer for latecomer purposes.
- (f) If a customer chooses the option to contract outside the District for engineering and installation of their primary service, the District's line extension cost will be used for calculating latecomer's fees when future customers attach to their extension.

**2.8.5 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO CONVERT AND UPGRADE SERVICE – COMMERCIAL – PRIMARY AND SECONDARY**

- (a) The customer may design their project per District standards and specifications. All engineering work as detailed in District Construction Standard 4-23-6.0 titled "Design Criteria for Underground Commercial/Industrial Developments" must be completed and submitted to the District. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.
- (b) The customer may install the electric facilities. All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, and ditches shall be inspected and approved by the District prior to backfilling. The District will make connections (except meter base) and set meter. The customer shall pay in advance an inspection fee based on a cost estimate.
- (c) The District will inspect and approve all electrical installations road bores, road open cuts, and connections prior the facilities being energized. The customer shall pay in advance and inspection and connection fee based on a cost estimate.
- (d) The District will obtain and confirm all easements for electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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## **2.9 OTHER UNDERGROUND AND OVERHEAD SINGLE-PHASE AND MULTIPLE-PHASE EXTENSIONS**

### **2.9.1 CUSTOMER RESPONSIBILITIES**

- (a) The customer shall provide the District with three sets of appropriate drawings, including location of all roads, lots and planned underground utilities, as approved by the appropriate governmental authority. The customer may be required to provide a copy of the CADD file and an electronic copy of the legal description.
- (b) The customer shall provide the District with accurate load data and easements, if required. On private property easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.
- (c) The customer is responsible for tree trimming on private property as designated by the District.

### **2.9.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District may design the primary and secondary distribution system unless the customer elects to utilize non-District service providers per section 2.9.5. In addition, the District will install, primary conductor and transformers, and own and maintain the completed primary system.
- (c) Primary and/or secondary underground service on private property for residential or commercial service, shall be provided on the basis of the District's applicable regulations.

### **2.9.3 DISTRICT FEES**

The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service. These costs will be based on a cost estimate. [See subsection 2.1.2(a)]

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2.9.4 LATECOMERS PROVISIONS

- (a) A new customer who connects directly to a primary distribution line, energized within ten years prior to connection, shall be required to pay a pro rata share of the original cost of that portion of the existing line located within the public right-of-way or multiple use roadway which is used to provide service to the new customer. The pro rata calculation shall take into consideration the costs or charges required to serve the customer as if the newly energized line had not existed. This payment shall be refunded on a pro rata basis to the party(ies), who advanced the original payment for construction of the line (after the new customer receives service).
- (b) To receive a latecomer refund, a customer must apply for it and provide a current address. No refunds will be made unless applied for within one year of the time an applicant has connected to service. No refunds will be made later than ten years after the line is energized.
- (c) If the District energized a primary distribution line or portion of a line at its expense within the previous ten years, new customers may be required to pay a latecomer fee to connect. In this event, the District will retain the appropriate portion of the pro rata payment.
- (d) A customer will not be required to pay a latecomer fee that is more than the customer would be required to pay if the original line had not been built.
- (e) Plats, Planned Residential Development (PRD) or other multiple subdivisions requiring multiple service to individual parcels or lots shall be considered as a single customer for latecomer purposes.
- (f) If a customer chooses the option to contract outside the District for engineering and installation of their primary service, the District's line extension cost will be used for calculating latecomer's fees when future customers attach to their extension.

2.9.5 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO INSTALL OTHER UNDERGROUND AND OVERHEAD SINGLE-PHASE AND MULTIPLE-PHASE EXTENSIONS

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.

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- (b) The customer may install the electric facilities. All materials and equipment (with the exception of transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, and ditches shall be inspected and approved by the District prior to backfilling. The customer shall pay in advance an inspection fee based on a cost estimate.
- (c) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior the facilities being energized. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (d) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.



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## **2.10 AREA WIDE OVERHEAD TO UNDERGROUND CONVERSION OF EXISTING FACILITIES**

### **2.10.1 GOVERNMENTAL UNIT RESPONSIBILITIES (Snohomish County, Camano Island and all incorporated cities and towns within the District's electric distribution service area)**

- (a) The appropriate governmental unit shall submit a description of the proposed project to the District for review, analysis and cost determination.
- (b) The governmental unit shall enter into a written agreement with the District.
- (c) The governmental unit shall be responsible for payment of all project costs as determined by the District.
- (d) The governmental unit shall assume ownership and maintenance of all street light standards to be installed in the project, unless other arrangements have been made.
- (e) The governmental unit shall arrange with other utilities for the removal of their overhead conductors, attachments or extensions, if any, from the District poles and shall notify the District in writing of such arrangements.
- (f) The governmental unit shall have express responsibility for the requirement of proper underground service connections by all adjoining property owners who are affected by the project.
- (g) The governmental unit shall agree that it has full legal and political responsibility and authority for its decisions concerning the proposed project and specifically agree to hold harmless and indemnify the District from any and all liability resulting from its decisions.

### **2.10.2 DISTRICT RESPONSIBILITIES**

- (a) The District shall enter into a written agreement with the appropriate governmental unit.
- (b) The District shall design, install, own and maintain the complete underground electric distribution system.
- (c) The District shall design and install the appropriate street lighting system including standards unless other arrangements have been made.

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- (d) The District shall design, install, own and maintain all underground services subject to the provisions of the District's regulations.
- (e) The District shall remove any existing overhead electrical distribution system associated with the project as soon as practical after the governmental unit has provided the District with satisfactory evidence of its fulfillment of all necessary conditions.

2.10.3 WITHOUT GOVERNMENT APPROVAL

When government approval is not obtained and all customers within a conversion project sign the overhead to underground conversion project agreement, the District may convert overhead areas to underground.

2.10.4 DISTRICT FEES

Either the governmental unit or the customer, as determined by the District, shall pay in advance all fees and costs, including but not limited to permits, easements, clearing and other special costs incurred in providing service based on a cost estimate [See subsection 2.1.2(a)]

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## **2.11 SERVICE EXTENSIONS ON HAT ISLAND**

### **2.11.1 CUSTOMER RESPONSIBILITIES FOR PRIMARY SERVICE EXTENSIONS**

- (a) The customer shall provide the District with three copies of the plat map as approved by the appropriate governmental authority including location of all roads, lots and underground utilities, other than electric, including load data. The customer may be required to provide a copy of the CADD file and an electronic copy of the legal description.
- (b) The customer shall provide the District with easements for the underground system. On private property easements granting service access to the District are required. Whenever easements are required over or along private roads, the District will require that the owner or owners of said property covenant to maintain roads in a safe condition, and in the manner and location originally designed.
- (c) The customer shall provide an obstruction free right-of-way.
- (d) The customer shall provide access for installation and future maintenance as required by the District for the underground installation.

### **2.11.2 DISTRICT RESPONSIBILITIES FOR PRIMARY SERVICE EXTENSIONS**

- (a) The District shall determine the methods of service, i.e., availability, route and/or location, overhead or underground, voltage and phase.
- (b) The District may design the primary and secondary distribution system unless the customer elects to utilize non-District service providers per section 2.11.8. In addition, the District will install primary conductor and transformer, and own and maintain the completed primary system.

### **2.11.3 DISTRICT FEES FOR PRIMARY SERVICE EXTENSIONS**

The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service, based on a cost estimate. [See subsection 2.1.2(a)]

### **2.11.4 LATECOMERS FEES FOR PRIMARY SERVICE EXTENSIONS**

- (a) A new customer who connects directly to a primary service energized within the last ten years shall be required to pay a pro rata share of the original cost

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of only that portion of the existing line (footage charge only) which is used to provide service to the new customer. This payment shall be refunded on a pro rata basis to the party(ies), who advanced the original payment, after the new customer receives service.

- (b) To receive a latecomer refund, a customer must apply for it and provide a current address. No refunds will be made unless applied for within one year of the time an applicant has connected to service. No refunds will be made later than ten years after the date the line is energized.
- (c) Plats, Planned Residential Development (PRD) or other multiple subdivisions requiring multiple services to individual parcels or lots shall be considered as a single customer for latecomer purposes.
- (d) If a customer chooses the option to contract outside the District for engineering and installation of their primary service, the District's line extension cost will be used for calculating latecomer's fees when future customers attach to their extension.

**2.11.5 CUSTOMER RESPONSIBILITIES FOR SECONDARY SERVICE EXTENSIONS**

The customer shall make proper application for service, provide an obstruction free right-of-way, clear of all drain fields, septic tanks and/or other underground utility services.

**2.11.6 DISTRICT RESPONSIBILITIES FOR SECONDARY SERVICE EXTENSIONS**

- (a) The District shall provide the transformer, primary and secondary connections, trenching and installation of the secondary underground utility service to the customer's meter.
- (b) The District shall own and maintain the secondary underground service to the delivery point.

**2.11.7 DISTRICT FEES FOR SECONDARY SERVICE EXTENSIONS**

- (a) The customer shall pay all fees and costs in advance, including but not limited to the costs of permits, easements, clearing and any other special costs to provide service.

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- (b) A service attachment cost estimate shall be required for connection to the District's distribution system.
- (c) For secondary service installations which are more than 600 amps, special voltage, multiple-phase and underground installations requiring more than 30 feet of road boring, the District shall make an individual determination of the feasibility of such service. The customer shall pay all necessary costs for such service based on a cost estimate. [See subsection 2.1.2(a)]

**2.11.8 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO INSTALL SERVICE EXTENSIONS ON HAT ISLAND.**

- (a) The customer may design their project per District standards and specifications. The District must approve all designs prior to construction and the customer will pay in advance a review fee based on a cost estimate.
- (b) The customer may install the electric facilities. All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All vaults, conduit, ditches, road bores, open road cuts, and wire shall be inspected and approved by the District prior to connection. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (c) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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## **2.12 LARGE LOAD INFRASTRUCTURE UPGRADE**

This section intentionally deleted. See the New Large Load Policy NOT APPLICABLE – SEE LARGE LOAD POLICY

## **2.13 TEMPORARY SERVICE**

### **2.13.1 TEMPORARY SERVICE FOR NEW CONSTRUCTION**

- (a) There shall be a fee for temporary service for new construction, requiring either a secondary single-phase overhead service drop of up to 150 feet, or an underground single-phase connection to the District's existing available facilities with sufficient capacity to provide service [See Exhibit A]
- (b) The customer shall pay in advance all costs necessary based on a cost estimate [See subsection 2.1.2(a)], for installation and removal (less salvage), if primary service is required, or a larger than #2 aluminum secondary service is utilized, or the distance exceeds 150 feet, or secondary multiple-phase service is required. [See subsection 2.1.2(a)] The cost estimate shall include the installation and the removal of any transformers required, if the transformers are not used for the permanent service.

### **2.13.2 OTHER TEMPORARY SERVICE FOR NON-PERMANENT CUSTOMERS**

- (a) Services, which in the District's opinion shall not be in continuous use for at least five years, shall be considered non-permanent.
- (b) The customer shall pay in advance all costs of installation and removal of all facilities (less salvage), based on a cost estimate. [See 2.1.2(a)]. Five years after installation, the customer may request that the District consider waiver of the removal cost advanced and the return of removal funds to the customer if there are no foreseeable plans to discontinue the service.

### **2.13.3 TEMPORARY SINGLE-PHASE SERVICE FOR NON-PERMANENT RESIDENTIAL CUSTOMERS**

- (a) Services, which in the District's opinion shall not be in continuous use for at least five years, shall be considered non-permanent. The customer shall pay in accordance with Residential Secondary Services -- Permanent (section 2.2) or Residential Primary Services -- Permanent (section 2.3) regulations.
- (b) In addition, the customer shall pay in advance the estimated installation and removal cost of any transformers required.

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*Area of Responsibility: Distribution & Eng. Services*

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*Reference: Resolution Nos. 5192 (2004) 4986 (2001), 4848-I (1999)*

*Supersedes: Resolution Nos. 4833 (1999), 4744 (1998) 4697 (1997)*

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- (c) Additional customer(s) who take temporary service from existing transformers installed for temporary service shall be required to pay a pro rata share of the original transformer installation and removal charge. The District shall refund that amount to the appropriate customer(s) after the service connection is made.
- (d) If within a period of five years from the date, temporary service is made available a customer takes permanent service, refunds shall be made as follows:
  - (1) If a transformer change is not required to serve the permanent load, the District shall refund the charge to install the original transformer.
  - (2) If a transformer change is required to serve the permanent load there shall be no refund.

**2.13.4 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO INSTALL TEMPORARY SERVICE.**

- (a) All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. All conduit and wire shall be inspected and approved by the District prior to backfilling. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (b) If a transformer and/or pedestal/service pole is required, this work can be done by a contractor. There will also be a fee for engineering services. The District will determine what size of transformer will be required based on a cost estimate.
- (c) The District will obtain and confirm all easements for primary electrical facilities. The customer will pay in advance a fee for real estate services based on a cost estimate.

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## **2.14 SERVICE/CONVENIENCE POLES**

### **2.14.1 INSTALLATION**

The District may, at its option, furnish and install a service/convenience pole, which is paid for in advance by the customer. The customer shall provide access for installation and future maintenance as required by the District.

### **2.14.2 FEES**

The customer shall pay a fee based on a cost estimate for either a 35-foot maximum height un-guyed service pole or a guyed and anchored service pole. Poles over 35 may also be available and provided, based on a cost estimate.

### **2.14.3 DISTRICT PROPERTY**

Service/convenience poles shall be the property of the District.

### **2.14.4 RELOCATION**

Relocation of service/convenience poles may be done at customer request on an individual cost basis.

### **2.14.5 CUSTOMER RESPONSIBILITIES WHEN UTILIZING NON-DISTRICT SERVICE PROVIDERS TO INSTALL SERVICE POLES.**

- (a) The customer may install the electric facilities. All materials and equipment (with the exception of meters and transformers) shall be provided by the customer and will conform to District standards. The customer shall pay in advance an inspection and connection fee based on a cost estimate.
- (b) The District will inspect and approve all electrical installations, road bores, open road cuts, and connections prior the facilities being energized. The customer shall pay in advance and inspection and connection fee based on a cost estimate.
- (c) The District will obtain and confirm all easements for secondary electrical facilities if needed. The customer will pay in advance a fee for real estate services based on a cost estimate.



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**2.15**     **METER POLES**2.15.1     INSTALLATION

The District may, at its option, furnish, install or replace a meter pole when paid for in advance.

2.15.2     FEES

The customer shall pay a fee based on a cost estimate for either a 35 foot maximum height un-guyed meter pole or a guyed and anchored meter pole. Poles over 35 may also be available and provided, based on a cost estimate.

2.15.3     CUSTOMER PROPERTY

The meter pole shall be the property of the customer.

2.15.4     REPLACEMENT

When a meter pole must be replaced, the customer shall transfer all customer owned equipment to the new pole.

2.15.5     RELOCATION

Relocation of a meter pole may be done on an individual cost basis.

2.15.6     RESPONSIBILITY

The District shall not be responsible for injury, loss of life or damage to property resulting from deterioration of customer owned meter poles.

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## **2.16 CUSTOMER SERVICE REGULATIONS FOR SUBURBAN STREET LIGHTING SERVICE**

(Established pursuant to Resolution No. 5192 of December 7, 2004, effective January 1, 2005)

### **2.16.1 PROGRAM DESCRIPTION**

- (a) Purpose of the Program: The District has established a Suburban Street Lighting (SSL) program to provide street lighting on public roadways in unincorporated areas of Snohomish County. The SSL program will serve the geographical areas formerly served by Local Utility Districts (LUDs), Homeowners Associations, Lighting Clubs and other geographic areas brought into the program as provided for in Section 2.16.3 of this regulation. Customers served under the provisions of the SSL program will be billed a monthly charge for lighting services. Customers requesting new, additional or modified street lighting facilities shall pay the cost of installing these facilities, as provided in this Regulation. This service constitutes only the furnishing of electric street lighting to the electric service customer and is measured by the cost of delivery
- (b) Establishing the Suburban Street Lighting Service Area Boundaries: The SSL program shall provide street lighting to properties currently within the approximate geographical boundaries of the former LUDs, Homeowners Associations and Lighting Clubs. This may include properties within former LUD boundaries that were not being assessed for LUD charges, due to recently subdivided lots, lots previously deemed unbuildable that now have dwellings on them, and other situations where a property was not documented within the LUD system.
- The SSL program shall also provide street lighting to other geographic areas brought into the program as provided for in Section 2.16.3 of this regulation.
- (c) Establishing SSL Customers within the Suburban Street Lighting Service Area: Customers of the SSL program are those individuals/entities who have accepted responsibility for metered electric service at properties within the Suburban Street Lighting Service Area, by contract, by being users of former streetlight LUD service, Homeowners Associations and Lighting Clubs, or by real estate covenant accepted by the District.
- (d) Properties Exempt from the Suburban Street Lighting Charge: Because it does not appear street lighting service is consumed at properties where there is no metered electric service, there will be no billing at properties where there is no metered electric service, such as in the case of properties with no electric service (i.e. – vacant land), and similar situations.

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- (e) Establishing the Number of Suburban Street Lighting Service Units per Customer: Electric service customers in the Suburban Street Lighting Service Area will be billed for SSL service based on the category of metered electric services received by the customer within such area. (See Rate Schedule 5.)

2.16.2. LIGHT PLACEMENT AND MAINTENANCE

- (a) PUD Lighting Standards: The current PUD guidelines are found in PUD Construction Standards. These Construction Standards comprise the District's approved reference material in matters regarding street light design and installation. These Standards fall under the purview of the Standards Department and all clarification of these Standards should be handled in coordination with the Standards Department.

Specific questions or requests from customers regarding new lights, removals or modifications should initially be directed to the Street Lighting Engineer in Distribution Engineering Services—Everett. The Street Lighting Engineer will research the request applying the District Construction Standards. The Engineer will research, correspond, design, apply and coordinate construction efforts of inquiries under the supervision of the Distribution Services Manager of Everett Region.

- (b) Preexisting Infrastructure: The construction and lighting standards as provided in this street lighting service policy are subject to revision from time to time by the District's Board of Commissioners. Nothing within this document will require the District to modify, improve, upgrade, remove or relocate facilities in existence upon the date of adoption of this standard; and any installation not in conformance with the most current standards shall remain in the form and location in which it existed on the effective date hereof, unless accidentally destroyed or damaged beyond reasonable repair or unless unusual and extenuating circumstances make it reasonable and appropriate for the District to alter the same. In such event, repairs, replacements, removals or other such actions shall be limited to the extent reasonably required to remedy the unusual and extenuating circumstance, or as otherwise deemed necessary by the District to maintain an appropriate level of service.

Nothing in this document shall prevent the District from modifying, improving, removing or upgrading facilities to the most current standard at any time at District expense should it deem such an act reasonably necessary to maintain an appropriate level of service; or upon the request of one or more customers, to do so at customer expense. The District shall determine whether any proposed action is an appropriate measure to reasonably accommodate

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- unusual or extenuating circumstances, and whether such action should be at District or at customer expense under this policy, except as provided above. However, whenever reasonably possible, all new work and installation under this paragraph shall conform to standards in effect at the time of such work or installation.
- (c) Addition of Lights with Above Ground Secondary Feeds in the SSL Service Area: Requests for additional lighting in areas currently in the SSL service area should be sent to the Street Lighting Engineer-Everett. The Engineer will assess the individual request and determine if the location at which lights are to be installed is within the SSL Service Area. If so, an assessment will be made of whether or not the lighting in that area meets District Lighting Standards. If lighting is adequate per the District Lighting Standards, and no exceptions apply, the customer will be referred to the Area Engineer to discuss adding lighting under the District's Area Light Program. If lighting is inconsistent with District standards and compliance can be achieved by raising streetlight arms, increasing wattage or installing lights on existing poles, there will be no direct cost to the customer for the work. If lighting meets current District standards but the customer desires more light, and the desired level of lighting cannot be achieved by the above measure, the customer will pay the estimated cost to install a pole and overhead service wire. Street light head installation will be covered under the monthly rates charged.
- (d) Addition of Lights with Below Ground Secondary Feeds in the SSL Service Area: Requests for additional lighting in areas currently in the SSL Service area should be sent to the Street Lighting Engineer. The Engineer will assess the individual request and determine if the proposed installation point is within the SSL Service Area. If so, an assessment will be made of whether or not the lighting in that area meets current District Lighting Standards. If lighting is deemed by the Engineer to be inconsistent with District standards or if lighting meets current District standards but the customer desires more light, the customer will pay the estimated costs per existing Customer Service Regulations (see Customer Service Regulations – Line Extensions) to install a pole and underground service wire including bore and restoration costs. Street light head installation will be covered under the monthly rates charged.
- (e) Addition of Streetlight Heads to Existing Poles in the SSL Service Area: There may, for a variety of reasons, be streetlight poles within the SSL Service Area on which streetlight heads are not installed. Customers may request that streetlight heads be added to these poles and connected for electric power by contacting the Street Lighting Engineer. The Engineer will assess the individual request and determine if the proposed installation would be in accordance with the District Lighting Standards. If so, a petition will be provided by the Street

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Lighting Engineer who will determine those homes or lots who are served by the requested lights. The Street Lighting Engineer will provide a petition to the requesting customer whose responsibility it is to gather the necessary signatures. If 50 percent plus one of affected customers sign the petition agreeing to have street lights heads installed, the Engineer will do so.

- (f) Disconnection or Removal of Existing Streetlights in the SSL Service Area: Customers may request the disconnection or removal of one or more streetlights within the SSL Service Area by contacting the Street Light Engineer. The requestor shall provide location information to the Engineer of the light(s) to be removed. The Engineer shall confirm that the light(s) in question are within the boundaries of the SSL Service area. The Engineer will provide the requestor a list of addresses, in the form of a petition, of all customers who are served by the streetlights in question as determined by the Street Lighting Engineer. When the petition is returned with approval signatures from all customers listed, a cost estimate for the disconnection or removal of the street lights will be generated. The lights will be disconnected or removed subsequent to the payment of the estimated costs.

### 2.16.3. REVISING THE BOUNDARIES OF THE SSL SERVICE AREA

- (a) Addition of New Plats or Properties to the SSL Service Area:
- (1) Developers who wish to secure street lighting services under the SSL program for plats or other properties in unincorporated Snohomish County are encouraged to install street lighting along with the main electric service during the construction phase. Plat Development Team (PDT) Engineers shall provide electric layouts to the Street Lighting Engineer in the design stage of the plat. The Street Lighting Engineer, using the District Construction Standards, will lay out a lighting plan or verify and approve the plan provided by the PDT engineer which the PDT Engineer shall incorporate into the overall design. Developers shall pay for the pole, lights and service wire prior to installation, and shall provide installation or pay the District for installation, in accordance with applicable Customer Service Regulations, before the plat is added to the SSL service area. The street light heads shall be installed and energized with the plat construction.
  - (2) Operation and maintenance costs will be included in the monthly rates charged, the first year of which shall be payable in advance. As permanent meters are set in the Service Area, these customers will be assessed monthly charges through the District's customer billing system. The District reserves the right to de-energize lights in a Lighting Service Area

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that is not at least fifty percent (50%) by area occupied by the end of the prepayment period. The Developer or Builder have the option to prepay additional months beyond the one year of lighting service if, through anticipated or unanticipated reasons, the one year prepay period is inadequate for their needs. If it is anticipated that lots will not be occupied (structures with permanent meters) after the prepayment period ends and there is no prepayment of additional months, the District may chose to de-energize the street lighting. These lights will be re-energized when notice has been given to the District that at least fifty percent (50%) of the lots within area to be included within the Service Area have permanent meters set.

- (3) Developers desiring to obtain street lighting services within their developments are encouraged to document in the Covenants, Codes and Restrictions of the plat the fact that the lots included in the plat are in an SSL service area and subject to the District's applicable SSL program Regulations.
- (b) Addition of Existing Plats, Properties or Neighborhoods to the SSL Service Area: Requests for new lighting service in areas not currently in the SSL Service area should be sent to the Street Lighting Engineer. The Engineer will assess the individual request and determine if adequate lighting currently exists or whether it can reasonably be installed and service provided under the circumstances (adequate lighting is difficult to achieve on larger lot frontages) within the requested area, and whether the area has above ground or underground secondary feeds. In most cases lights will be considered on a individual basis subject to approval by the individuals affected by each light. A petition and a cost estimate of the installation charges, if applicable, will be provided by the Street Lighting Engineer who will determine those homes or lots that are served by the existing or requested lights. If a) 50 percent plus one of affected customers sign the petition agreeing to have new street lights installed or existing street lights made operational, and accepting the monthly charges; and b) payment for the installation of any required lights is received, then streetlights will be installed or made operational, as applicable, and monthly billing will commence for all customers served by these new lights.

#### 2.16.4. SSL RATES

Rate Schedule: Please refer to the District's Suburban Street Lighting Service rate schedule for details.

#### 2.16.5. BILLING AND COLLECTION

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*Reference: Resolution Nos. 5192 (2004) 4986 (2001), 4848-I (1999)*

*Supersedes: Resolution Nos. 4833 (1999), 4744 (1998) 4697 (1997)*

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(a) Standard Billing:

- (1) The District's standard method of billing SSL charges will be as part of customers' regular PUD electric bill. Customers will see a line item on their electric bills denoting "Suburban Lighting Service" with the corresponding charge denoted.
- (2) Service under this schedule is subject to the terms and conditions defined in the District's Customer Service Regulations – Electric Service Policy.

2.16.6. MISCELLANEOUS

- (a) Savings Clause: If any provision within these regulations or their application to any person or circumstance is held to be invalid, the remaining provisions and their applications to other persons or circumstances shall not be affected.
- (b) Applicability of Other Customer Service Regulations: Placement of new or additional street lights or other facilities under this regulation shall also be subject to the District's Customer Service Regulations, including its Electric Overhead and Underground Line Extension regulations, as applicable.

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**EXHIBIT A**

**LINE EXTENSION FEE SCHEDULE**

*All fees include a utility tax of 2.3%. Fees effective January 1, 2010*

		<u>Fees</u>
	<b><u>SINGLE-PHASE</u></b>	
1.	Secondary Service, Overhead and Underground (100' max.) [See 2.2.3(b), 2.6.9(d), 2.2.4(a)] Overhead (up to 1/0 wire) includes 3 customer requested inspections	\$463.00
	Underground (up to 350 wire) includes 3 customer requested inspections	\$602.00
	Non District Providers: Overhead & Underground Engineering Connection	\$129.00 \$118.00
2.	Excess Secondary Service, (>100') Overhead and Underground [See 2.2.3(b), 2.6.9(d)] Overhead Underground	\$2.25/ft \$3.81/ft
3.	Secondary Underground Pedestal or Pedestal Connection [See 2.2.3(c), 2.6.9(b)] No Riser	\$1,148.00 \$764.00

		<u>Fees</u>
	<b><u>MULTIPLE PHASE</u></b>	
4.	Secondary Service Overhead (100' max. up to 4/0 wire) [See 2.6.9(d)]	\$745.00
5.	Excess Secondary Overhead [See 2.6.9(d)]	\$5.01 /ft
6.	Secondary Underground Pedestal or Pedestal Connection [See 2.6.9(b)]	\$1,800.00

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		<u>Fees</u>
	<b><u>MISCELLANEOUS</u></b>	
7.	Temporary Services [See 2.13.1(a), 2.13.4(a)]	
	Overhead (150' maximum)	\$255.00
	Underground	\$185.00
	Non District Providers	
	Overhead and Underground	\$118.00

		<u>Fees</u>
8.	<b><u>TRANSFORMER &amp; METER FEE</u></b>	
	There shall be a fee for (1) new permanent service connections and (2) capacity additions to existing service. The fee will be determined by the ampacity rating of the main buss. The fee will be calculated as follows:	
	120/240 Single Phase	\$3.98/amp
	120/240 Three Phase	\$6.89/amp
	120/208 Single Phase	\$3.45/amp
	120/208 Three Phase	\$5.97/amp
	480 volt Single Phase	\$7.96/amp
	480 Volt Three Phase	\$13.78/amp
9.	A <u>utility tax of 4%</u> will be added to all cost estimates for non-line extension work – example - pole holds, relocation projects. A <u>utility tax of 2.3%</u> is included on all set fees shown in this fee schedule and will be added to all cost estimates associated with line extension work.	

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**Appendix B  
Regulations for Integrating Energy Efficient Devices, PHEV's & BEV's in the  
Residential Sector of the District's Electric System**

**Regulations:**

The District will encourage and promote energy efficient devices such as heat pumps as well as PHEV's & BEV's etc. as determined by the District. This policy does not apply to commercial/industrial applications. The following requirements will be fulfilled when integrating such equipment/devices into the District's electrical distribution system:

**A. Customers do not incur District costs:**

- Customers installing energy efficient devices (heat pumps up to 4 tons and other equipment) with less than 127 amps of starting current (LRC) to their existing electrical service panels will not be charged for system (transformer and/or wire) upgrades. All heat pumps require soft start or assisted starts.
- Customers installing heat pumps over 4 tons to their existing electrical service panels will be allowed up to 140 amps of starting current (LRC). All heat pumps require soft start or assisted starts.
- Customers adding non-motor loads to their existing panels will not be charged for system upgrades and/or secondary wire upgrades. This includes Plug in Hybrid Electric Vehicles (PHEV), Battery Electric Vehicles (BEV) and other such devices.

**B. Customers incur District costs:**

- Customers increasing their panel capacity for added load will be charged a Meter and Transformer Fee and increased wire fee.
- Customers whose load causes LRC greater than 127 amps or, for Heat Pumps over 4 tons and greater than 140 amps will be charged for system upgrades.
- Customers requesting 480 volt single phase (will need city/county approval) will be charged for system upgrades.
- Customers requiring the system be upgraded from single phase to three phase will be required to pay all charges and fees associated with the upgrade (will need city/county approval).

**C.** Should the added load for energy efficient devices affect the primary distribution system, the District will upgrade the system as necessary up to the 3MW load beyond which the District's New Load Policy will apply.

**D.** Cities/Counties are encouraged to notify the District on the application of PHEV's and BEV's in their service territory and include this notification as part of their electrical service application process.