



# Electric Standards Manual for Commercial Members

Application Process  
Permit Information  
Service Specifications

# Applying for Electric Service

It takes a team to make any project go according to plan. When applying for new electric service, there are steps to follow in an effort to expedite the process. It's a good idea to plan on stopping by our office to take care of business.

## Page

- 3 Application Process, Line Extension Policy
- 4 County Permits, Call Before You Dig
- 5 Meter Base, Other Requirements
- 6 CT Cabinet
- 7 Padmount Service
- 8 Concrete Transformer Pad
- 9 Irrigation Load Control Switch
- 10 Contact Us

# Application Process

## SIGNATURES REQUIRED

Noble REMC requires a signature for the membership application, which can be completed in person or electronically after calling our office to start service.

## SECURITY DEPOSIT

Pending credit approval, Noble REMC may require a security deposit before service can be connected.

# Line Extension Policy

When installing your service, you may be asked to pay or contribute to the cost of providing the service. If the cost to build your service exceeds the construction allowance credit, you may be asked to pay the difference before construction begins.

Load calculation sheet shall be provided by the electrician detailing the connected load.

More information is available in our Terms & Conditions of Service.

# County Electrical Permits

A permit is needed when applying for service, which can be completed at your county office. This is required for new services and service upgrades to larger service size.

Noble County: 260-636-2215

DeKalb County: 260-925-3021

Steuben County: 260-668-1000

Allen County: 260-449-7131

## Contact Indiana 811 Before You Dig

811 is the national call-before-you-dig phone number. Anyone who plans to dig is legally required to call 811 or visit Indiana811.org to request the approximate location of buried utilities, which will be marked with paint or flags. This service is provided for free to ensure you don't unintentionally dig into an underground utility line.

Indiana law requires you contact 811 at least two full working days prior to digging, including common projects like planting trees or installing fences and mailboxes.



# Meter Base

- Noble REMC furnishes 9S meter bases for all three-phase electric services.
- Noble REMC furnishes 4S meter bases for all large commercial single-phase services.
- Customer shall install meter and cabinets according to Noble REMC requirements.
- Meter bases cannot be located where they will cause a hazard to persons or be subject to damage.

## INSTALLATION OF METER BASE

Meter bases mounted to buildings or structures will be installed by the electrical contractor.

# Other Requirements

- When it is determined that the new electric facilities will cross other landowners, an easement will need to be obtained by the new customer with the affected landowner's signature.
- Underground services must be at final grade and meter height of 5 feet.
- The REMC requires entrance conduit for REMC wires either in right or left knockout on underground installations because of bending radius of cable.
- All new buildings are required to remain 20 feet from overhead primary line.
- The REMC will be notified of any hazards or obstacles including member-owned utilities (i.e., pipes, septic lines, electrical lines, water lines, etc.) prior to starting construction to extend service overhead or underground. In all cases, hazards and obstacles must be clearly marked and exposed.
- Electrical contractor shall terminate wires at interconnection point on transformer spades with two-hole lugs.
- If member-owned utilities, hazards or obstacles are not marked and are damaged by REMC or its contractors, it will be the responsibility of the customer to repair the damage.

# CT Cabinet

Current transformers furnished and installed by Noble REMC, spaced 8" on center.

Service and meter wiring furnished and installed by Noble REMC.

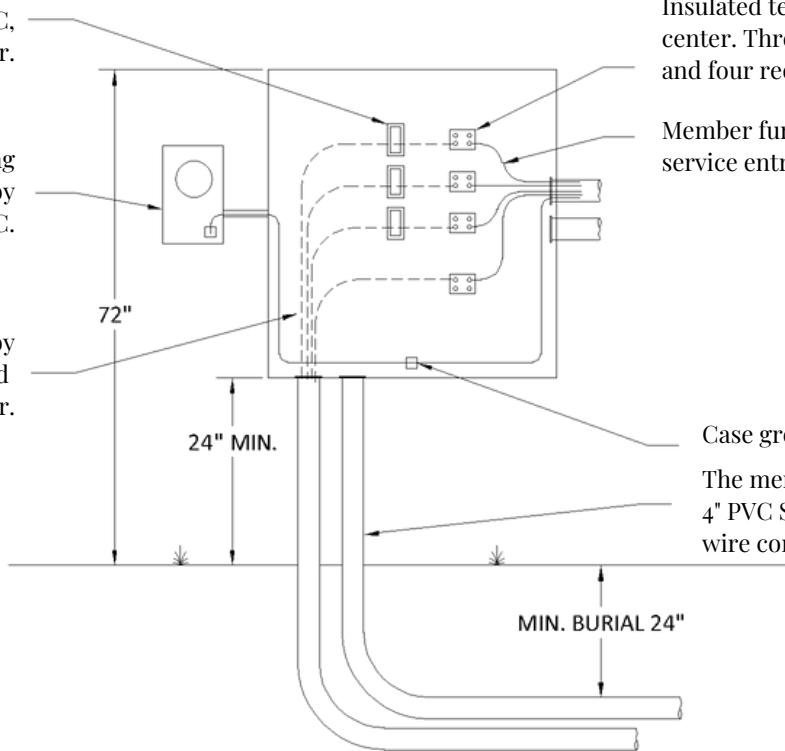
Meter base furnished by Noble REMC and installed by contractor.

Insulated terminal blocks. Spaced 8" on center. Three required for single-phase, and four required for three-phase services.

Member furnished and installed service entrance conductors.

Case grounding lug.

The member shall furnish and install 4" PVC Schedule 80 conduits with pull wire complete to service point.



SERVICE SIZE	C/T CABINET SIZE	TERMINAL BLOCKS
SINGLE PHASE SERVICE		
600A	30"x30"x12"	AL-P2-P2
THREE PHASE SERVICE		
200A	30"x30"x12"	AM-P1-P1
400A	36"x36"x12"	AM-R1-R1
600A	36"x36"x12"	AL-P2-P2
800A	48"x48"x12"	AL-R2-R2

## INSTALLATION

- Terminal block model numbers shown above manufactured by NSI Industries or equal, furnished and installed by electrical contractor.
- CT cabinet shall be furnished and installed with padlock hasp and wood backer board, and door shall be hinged.

# Padmount Service



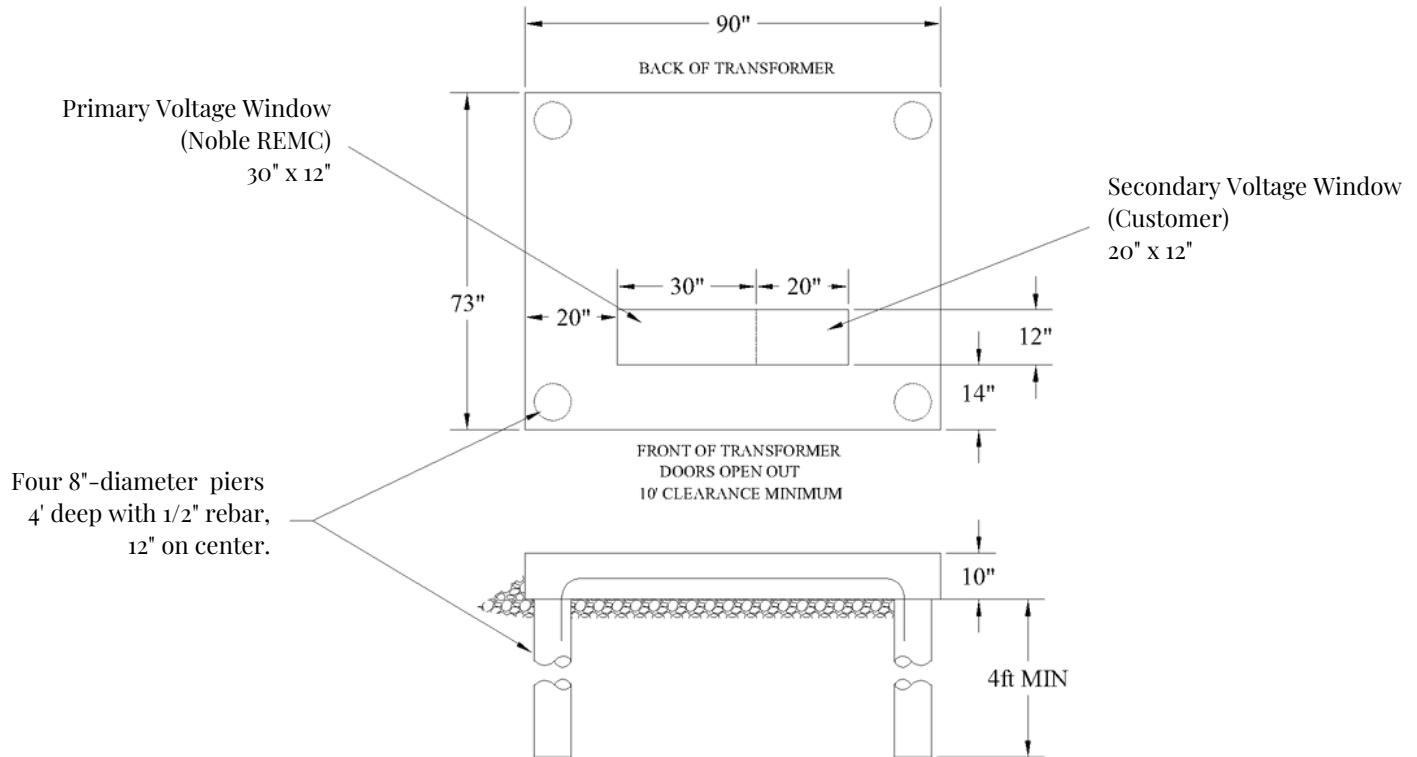
## INSTALLATION

- Meter bases mounted to transformer will be installed by Noble REMC.
- See included drawing for concrete pad (page 8).

## NOTES

- Customer owns wiring from metering location to service entrance equipment.
- Customer must coordinate conductor termination requirements with Noble REMC.
- Safety is our highest priority. If repair or replacement of member-owned service entrance equipment is required, please contact us at 800-933-7362 for a free temporary disconnect. We appreciate a 24-hour advance notice for scheduling.

# Concrete Transformer Pad



## PRIMARY VOLTAGE WINDOW

Contractor shall provide and install two 4" Schedule 40 PVC conduits with 4' radius wide sweeps. Conduits shall be flush with top of concrete pad. Mark conduit ends with lathe or stake above ground. Conduits shall be 4 feet below grade. Contractor shall remove form boards in primary window, and seal conduit ends below grade.

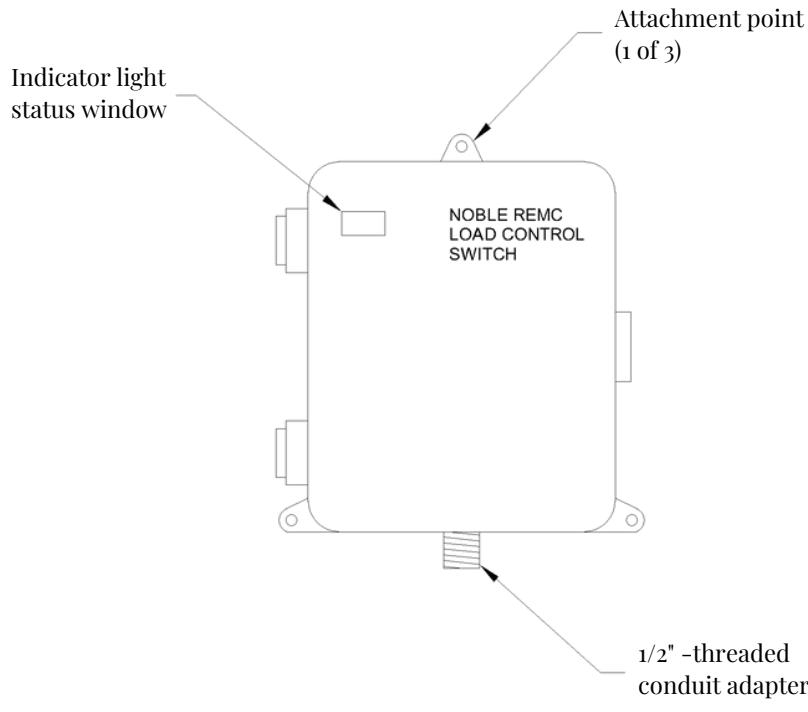
## SECONDARY VOLTAGE WINDOW

Contractor shall provide and install Schedule 40 PVC conduits from pad complete to service entrance panel. All wiring shall also be installed. Phases shall be properly taped and marked. Contractor shall remove form boards in secondary window.

## NOTES

- Concrete pad shall be 10" thick with broom finish and 1/2" chamfer on edges.
- All labor and material for concrete pad and secondary terminations shall be provided by the electrical contractor.
- There shall be a minimum of 10 feet of clearance from the front of the transformer.
- If installed near a parking lot, the contractor shall also be responsible for installing 4" Rigid Steel Electrical Conduit Bollards filled with concrete. Coordinate bollard locations with Noble REMC.
- After concrete pad is installed and inspected by Noble REMC, the transformer, CT wiring and meter base will be installed by Noble REMC.
- Drawing compatible with all three-phase transformers rated 45-1500 kVA.

# Irrigation Load Control Switch



## 480V IRRIGATION SWITCH

- Prewired with 6' pigtails
- Voltage supply conductors: yellow and brown, 480V
- Relay 1 switch: Normally open switch, 2 blue conductors
- Relay 2 switch: Normally closed switch, 2 gray conductors

## 120V IRRIGATION SWITCH

- Prewired with 6' pigtails
- Voltage supply conductors: red and black, 120V
- Relay 1 switch: Normally open switch, 2 blue conductors
- Relay 2 switch: Normally closed switch, 2 gray conductors

## LOAD CONTROL SYSTEM OPERATIONS

Normally open or normally closed switches permit system to operate normally. Noble REMC will program switch to operate/change state during a control event.

## LOAD CONTROL SWITCH INSTALLATION

Noble REMC will provide switch to contractor. Contractor shall install and wire load control switch.

## LOAD CONTROL SWITCH TESTING

Contractor shall coordinate testing of device with Noble REMC. During testing, Noble REMC will verify proper operation.



# Contact us

 [nobleremc.com](http://nobleremc.com)

 800-933-7362

 [remc@nobleremc.com](mailto:remc@nobleremc.com)