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SUBJECT: Line Extensions for New Services

POLICY:

It shall be the policy of the Cooperative to have descriptive and specific procedures and practices relating to the treatment of new service requests, including associated fees the Cooperative will charge for various services.

DEFINITIONS:

Weatherhead: The conduit and end mechanism that receives the aerial wire from the transformer and runs down to the meter or demarcation point.

Point of Demarcation: The point at which the Cooperatives ownership ceases, and the member takes over the maintenance of wiring and equipment. See the Service Rules and Regulations for the different Points of Demarcation based on type of service.

CT service: A service type that does not support an inline (commonly used type) meter. Requires Current Transformers (CTs) to provide readings. Normally seen in larger transformers and 3 Phase load situations in DCEC's service territory.

Meter Pole: A pole on which a Member's meter is mounted. These poles are by definition owned by, and the responsibility of, the Member.

PROCEDURE:

The following is a summary of the requirements and costs associated with line extensions to new services. The Cooperative may have additional requirements.

- I. Pre-Design: Pertains to when DCEC is contacted to provide an estimate for the cost of providing electric service to a new service location.  
*Applicant required to:*
  - a. Complete new service request
  - b. Pay in advance a non-refundable application/site visit fee of \$200.00

Upon the applicant completing the above requirements, a meeting at the site will be scheduled with the applicant and Cooperative personnel to assess the site and gather necessary information to allow the Cooperative to develop a plan for providing service and determine the cost to the applicant.

\*Please refer to Delaware County Electric Cooperative Electric Service Specifications book. This is available on our website ([www.dce.coop](http://www.dce.coop)), at the DCEC office, or by email.

- II. Pre-Construction: Pertains to when an applicant has notified the Cooperative of their desire to have the Cooperative proceed with the construction to the new service location.

*Applicant required to:*

- a. Sign the Cooperative's standard right-of-way easement agreement
- b. Complete and sign a membership agreement or connect contract
- c. Pay all fees and charges (as noted herein). The Cooperative shall estimate charges for the line extension based, in part, on information provided by the member, and provide that estimate to the member for approval. If new information becomes available to the Cooperative or the member prior to construction of the line extension and that new information would likely impact the estimated cost of construction, then the party with the new information must provide the information to the other party as soon as reasonably practical. The Cooperative, at its sole discretion, may decide to re-estimate the cost of construction based on said new information. The member may elect to pay the newly estimated cost of construction or stop work on the project and receive a refund of any aid to construction that they have paid already (refund excludes non-refundable fees such as site visit fees). Wire lengths used in estimated costs shall be based on field measurements performed by the Cooperative's staff and shall include the length of secondary wires running from the Cooperative's transformer to the demarcation point above a pole-mounted meter (often referred to as a "secondary loop") or the weatherhead above the meter on a home or other structure.
- d. Delaware County Electric crews will then set poles as necessary for member to complete service.
  - o Member installs all necessary secondary wiring.
- e. The DCEC member shall provide an electrical inspection on electric service work (refer to specification for type of secondary service installation needed).
  - o Meter base must be purchased from a third-party vendor unless-
  - o The service requires a CT (Current Transformer) service, in that case DCEC will provide the needed CT cabinet but the cost will be passed on to the member.
  - o The CT meter pan at times may be installed by Cooperative personnel or at times must be installed by the members electrician at the members' expense. This installation procedure will be looked at on a case-by-case basis and communicated with the member accordingly.
- f. Pay for other related permits and acquisition costs related to project.

If a return design trip is required, there will be an additional charge of \$200.00. Upon completion of the above requirements, the Operations Department shall schedule the construction of the new service.
- g. After the inspection has been received at the office, DCEC crews will return to set remaining poles, install transformer and energize the service, completing the job.

### III. General Construction Requirements:

The Cooperative shall have the exclusive right to determine route and method of construction. The Cooperative will determine whether primary underground installations are possible after October 1<sup>st</sup>, or prior to May 1<sup>st</sup>. Electric service lines and equipment installed by the Cooperative will remain the property of the Cooperative.

In most cases, new electric service to a member location requires a distribution transformer, which steps the voltage down from primary distribution voltage to the delivery voltage. The transformer may be pole mounted in the case of overhead service to the home or pad mounted within a small vault at ground level in the case of underground service to the home. In either case, accessibility to the transformer by Cooperative crews is reflected in the DCEC price structure which adds increased pricing for off road transformer, anchor, and pole installations. As of August 2025, the Cooperative no longer allows Meter Poles for new services and Cooperative staff is no longer required to climb any pole not set by the Cooperative or another utility service. New service meters must be mounted on a member-owned pedestal or in another code-approved location/manner unless the Cooperative, in its sole discretion, determines that site conditions require otherwise.

The applicant shall agree to accommodate a distribution transformer pole or distribution transformer vault location that, in the judgement of the Cooperative's Operations Manager, Line Superintendent, or their designee, is reasonably accessible to Cooperative equipment including bucket trucks. Recognizing that transformer poles and transformer vault locations that are accessible to bucket trucks aids in the safety, reliability, speed of repair, and restoration times for the DCEC electric system. The applicant shall pay the reasonable cost of placing the transformer pole or transformer vault in such a location or shall otherwise pay for the cost to make the location accessible by means such as extending a driveway, removing trees, etc. If the member will not agree to a location that is accessible there will be off-road fees which will be reflected in the estimate. The Cooperative shall have the responsibility and authority to determine what steps are reasonable and practical, on a case-by-case basis, in an effort to make the transformer pole or transformer vault accessible.

All price quotes are valid for a maximum of 120 days, unless otherwise stated in writing on the quote. Further, DCEC reserves the right to amend quotes for materials and supplies subject to supplier price increases in excess of 10%.

*Applicant required to:*

- a. Pay additional fees such as easement recording fees (\$60 per page as of the date of this revision – subject to change)
- b. Pay incremental costs if applicant requests and the Cooperative approves an alternate method or route of construction
- c. Pay relocation costs if applicant requests relocation of existing facilities
- d. Reapply if the project does not proceed within 24 months. The Cooperative reserves the right to re-evaluate costs upon reapplication.

- IV. Single Phase Primary Overhead Line extension charges (applicable to all rate classes)  
Per Fee Schedule
- V. Multi-Phase Primary Overhead Line extension charges (applicable to all rate classes)  
Per Fee Schedule
- VI. Single Phase Primary Underground Line extension charges (applies to all rate classes)  
Per Fee Schedule
- VII. Multi-Phase Primary Underground Line extension charges (applies to all classes)

## Fee Schedule (estimated\*)

### Line Extension Fee Schedule\*

|                                                                                                                             |              |
|-----------------------------------------------------------------------------------------------------------------------------|--------------|
| Application / Site Visit                                                                                                    | \$200        |
| Easement (per page)                                                                                                         | \$60         |
| Overhead service to Underground service                                                                                     | \$350.00     |
| Primary Conductor                                                                                                           | \$2.50 / ft  |
| 1/0 Secondary Conductor                                                                                                     | \$5.00 / ft  |
| 4/0 Triplex and Quadraplex                                                                                                  | \$7.00 / ft  |
| On Road Pole                                                                                                                | \$1300.00    |
| On Road Anchor                                                                                                              | \$550.00     |
| Off Road Pole                                                                                                               | \$2200.00    |
| Off Road Anchor                                                                                                             | \$750.00     |
| Off Road Transformer                                                                                                        | Per Estimate |
| Transformer / Meter (200 amp)                                                                                               | \$2100.00    |
| Transformer / Meter (above 200 amp)                                                                                         | \$3300.00    |
| CT Meter Pan                                                                                                                | Per Estimate |
| Three phase CT meter pan                                                                                                    | Per Estimate |
| Member notified DCEC of added load and transformer upgrade needed<br>Example, on demand hot water, heat pump, car charger.. | \$1050       |
| No notification of additional load and Transformer upgrade needed.                                                          | \$2100       |
| Multi-Phase Overhead                                                                                                        | Per Estimate |
| Tree Clearing, Rock Blasting, Extraordinary costs                                                                           | Per Estimate |

### Single Phase Underground\*

|                              |                         |
|------------------------------|-------------------------|
| Extension from DCEC pole     | \$20/ ft                |
| Vault                        | \$400                   |
| Terminations                 | \$1,000 per termination |
| Conduit                      | Per Estimate            |
| Trenching and Setting Vaults | Per Estimate            |

### Multi-Phase Underground\*

|                              |                        |
|------------------------------|------------------------|
| Extension from DCEC pole     | \$30/ ft               |
| Vault                        | Per Estimate           |
| Terminations                 | \$1000 per termination |
| Conduit                      | Per Estimate           |
| Trenching and Setting Vaults | Per Estimate           |

### Inspections for Member Performed Tasks\*

|                                             |       |
|---------------------------------------------|-------|
| Right-of-Way (ROW) Inspection for Extension | \$500 |
| Trench Inspection for Primary Underground   | \$500 |
|                                             |       |

\*Prices subject to change dependent on vendor or agency pricing to the Cooperative.

#### VIII. Miscellaneous:

Line extensions and new services shall carry the stipulation that the member shall be responsible for a 2-year minimum monthly fixed charge from the date the service was energized by DCEC.

The \$200.00 non-refundable application/site visit fee will be applied toward the project cost at the time the line extension is constructed. Lengthy or complicated line extensions may require more than one application/site visit fee.

In certain circumstances, the Cooperative may include incremental facilities in the project design that will benefit future projects. The costs for these added facilities will not be the responsibility of the applicant.

Any member or landowner requesting changes to existing Cooperative facilities, i.e., line relocations, will pay the full estimated costs of construction as CIAC (Contribution in Aid-to-Construction) prior to the start of construction. The estimated cost will be calculated using line extension prices as described in the Line Extension Policy effective at the time the estimate is performed plus the estimated cost of retirements. After completion of construction and a complete accounting of the job costs, the actual costs will be trued up against the aid payment. If actual construction costs of a line relocation are higher or lower than the Cooperative's estimated costs, then additional payments by the member/landowner or refunds to the member/landowner are required.

Service and transformer upgrades will be subject to site visit fees and applicable line extension charges, which will be determined by Cooperative personnel in accordance with this policy on a case-by-case basis.

- If a DCEC member or their electrician calls the Cooperative to inform us of an increase in load due to member installed electrical devices, such as but not limited to a heat pump, car charger, on demand water heater, or other electrical devices, a transformer upgrade fee shall be applied. The fee shall be calculated based on current acquisition costs
- If a member fails to tell the Cooperative of a large increase in load causing the transformer to fail or the Coop finds the large increase with meter data, necessitating a transformer upgrade a fee will be applied to that member equal to the cost of the new transformer in addition to the labor costs associated with replacing the transformer.

Developers requesting a primary extension for a development or subdivision will be required to pay the full cost of installing the required facility labor, overhead, and material. The Cooperative will determine and design the facilities that are required for the line extension.

The Cooperative may decide to waive certain line extension construction fees if, in management's sole discretion, that line extension may result in general benefit to the Cooperative and its members. Factors to be considered in making that determination shall include whether the line extension may permit new services within, or expansion without, the Cooperative's service territory.

The Cooperative will charge a one-time \$350.00 fee for transferring a service from overhead triplex to an Underground service. This fee is in effect to try to re-cover the cost associated with sending a qualified crew and bucket truck to the location for the transfer. This fee is in addition to any costs which may be associated with the switch from overhead to underground.

The Cooperative shall dig and supply all trenches for the Cooperative owned primary underground facilities, the cost of which will be billed on a pass-through basis with consideration of best cost by utilizing contractors working in the area. If a member chooses to dig their own trenches for primary underground, inspections by Cooperative personnel will be assessed per the above table.

The Cooperative may decide to defer certain jobs that have specific material needs or reassess costs based on the current price and availability of materials.

**IX. Self-Clearing of New ROW by Members and Their Contractors:**

Members may elect to perform tree clearing of new right-of-way themselves or may hire a contractor to perform the same. In such cases, the Member shall have the ROW cleared to the Cooperative's specification, which is available on the Cooperative's website and shall be made available to the member upon request. The member shall pay a \$500 nonrefundable fee to the Cooperative to have the Cooperative's Tree Crew Foreman, or his representative inspect the cleared ROW prior to the installation of conductor. If the ROW clearing does not meet the Cooperative's ROW specification, then the member can bring the ROW into compliance with the specification and have the ROW inspected again at an additional cost of \$500 to the member. Alternatively, the member may elect to have the Cooperative bring the ROW into compliance with the specification, in which case the cost of such work will be added to the line extension cost to be paid by the member.

DELAWARE COUNTY ELECTRIC COOPERATIVE, INC.

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