

Electric Line Extension and Electric Meter Connect Policy

Purpose:

The Electric Line Extension and Electric Metering Policy (Policy) establishes the basic conditions and requirements for adding electric infrastructure to serve new or modified service installations.

This Policy shall apply to all customers of the City of Georgetown's Electric Utility, both new and existing, who request or require modifications or extensions to the existing electric power system to meet their needs while maintaining overall system reliability and resiliency.

This Policy shall apply to the entire City of Georgetown's electric service territory, including Single, Double, or Triple Certified areas, as defined by the Public Utility Commission of Texas (PUCT) approved Certificate of Convenience and Necessity (CCN).

The City of Georgetown Electric Utility's policy is to recover all costs associated with line extensions and infrastructure additions, including substation and transmission infrastructure, distribution system upgrades, and retirements required to serve based on the line extension service application, customer load, and redundancy requirements.

The electric power infrastructure design and installation shall meet industry standards and regulations, follow the Electric Utility's engineering and construction standards, the Unified Development Code of the City of Georgetown, and the latest edition of the National Electric Safety Code (NESC) and National Electric Code (NEC).

The City of Georgetown will design, procure materials, and install electric distribution infrastructure based on a service request. If the service requires additional and/or upgraded substation and transmission infrastructure, the City will coordinate the associated studies, engineering, design, and installation of such infrastructure through the Transmission Service Provider (TSP). The substation and transmission infrastructure additions and upgrades may be installed and operated by other Transmission Service Providers.

Due to the complexity of designing and maintaining reliable electric power systems, this Policy cannot detail all the line extension issues the Electric Utility may encounter. The Electric Utility shall determine the additional requirements and costs required to provide safe and reliable service to all its customers at its sole discretion and on a case-by-case basis.

Line Extension Process:

The line extension process for all the electric service requests shall follow the 4-step process outlined below.

Step1: Line Extension Application

Applicants shall submit a line extension application provided by the City of Georgetown and the required line extension application fee as outlined below.

Service Request Type	Application Fee
Single Family service and upgrades <ul style="list-style-type: none">• Single Lot Residential (single-family residential structure on a lot)• Small General Service (as defined in Code Sec. 13.04.020)• Commercial Tenant*• Existing Service upgrades under 1 MW	\$300
Service requests for any service type up to 1 Megawatt (MW) of connected load	\$2500
Service requests for any customer type greater than 1 MW up to 25 MW of connected load	\$2500/MW
All other requests	At cost, to be provided by the Electric Utility

* Typically, these are tenants who reside in a commercial building strip center.

The application fee is non-refundable. A line extension application shall be submitted on the required form and include the site development plan, construction plan, additional detailed electric load data, and any other information required by the Electric Utility.

Additional information is required for customer loads greater than 1 Megawatt (MW) of connected load, including but not limited to the load ramp-up schedule and projected 3-year load forecast.

All the required information shall be provided in the format the City needs. The applicant is responsible for ensuring that the site development plan, construction plan, electric load data, and other customer requirements submitted are accurate and up to date, as any subsequent changes will result in additional engineering costs and line extension fees to the applicant.

Issuance of Initial Design and Cost Estimate letter:

Upon receipt of the application, the application fee, and the required information, the Electric Utility shall complete a detailed engineering analysis and design of the electric distribution, substation, and transmission infrastructure additions (if needed) required to serve the customer. This forms the basis for the line extension fees. Additional costs listed below are included in the line extension fees, if applicable. The Cost Estimate Letter, which the Electric Utility will send to the customer, provides a detailed breakdown of the line extension fees along with other requirements related to the customer’s request.

Processing times for initial design: The following are the typical processing times of the line extension application and the issuance of initial design and cost estimate letter:

Service Request Type	Processing Times
Single Family service and upgrades <ul style="list-style-type: none">• Single Lot Residential (single-family residential structure on a lot)• Small General Service (as defined in Code Sec. 13.04.020)• Commercial Tenant* Existing Service upgrades under 1 MW	30 business days
Service requests for any service type up to 1 Megawatt (MW) of connected load	60 business days
Service requests for any customer type greater than 1 MW up to 25 MW of connected load	90 business days
All other requests	90 business days

Please note that the above-mentioned processing times will apply only upon receipt of the application, the application fee, and the required information in the required format.

The Cost Estimate letter and the line extension fees will be valid for 90 days from the date of issue of the letter. The Electric Utility reserves the right to recalculate the actual cost of the line extension if more than 90 days elapse from the time the most recent Cost Estimate Letter is presented to the Customer or in the case of extraordinary events that affect such costs by more than 10%.

Any changes to the site development plan, construction plan, electric load data, and other customer requirements after the Cost Estimate Letter is issued will result in additional engineering costs and potential changes in the line extension fees for which the applicant is responsible.

All costs used to generate the line extension fees shall be reviewed at least annually to adjust for changes in labor, material, and engineering costs required to provide standard electric distribution infrastructure at the service location. Any proposed per dwelling unit (residential single-family

and residential multi-family) cost changes greater than 5% from the existing fee shall be presented to the City of Georgetown’s City Council for approval.

Single Family Residential, including Detached Multi-family and Duplexes.

Fee Per Dwelling Unit	\$4460*
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*The Fee Per Dwelling Unit includes the applicable labor, material, and engineering costs required to provide standard electric distribution infrastructure and substation capacity needed at the service location. This includes but is not limited to the conductor, transformers, and metering equipment associated with the electric service. The applicable Plant Investment Fee (PIF) is also included in this fee. The additional costs (if applicable) are outlined in the Additional Costs and Requirements section below. The electric connect fees are separate from this Policy and are not included in the line extension fees.

Residential Multi-Family Development (Apartments)

Fee per multi-family unit	\$1100 *
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*The Fee per Multi-Family Unit includes the labor, material, and engineering costs required to provide standard electric distribution infrastructure and substation capacity needed at the service location. This includes but is not limited to the conductor, transformers, and metering equipment associated with the electric service. The applicable Plant Investment Fee (PIF) is also included in this fee. The additional costs (if applicable) are outlined in the Additional Costs and Requirements section below.

The electric connect fees (including the cost of the metering equipment) are in addition to the line extension fees. The connect Fees for multifamily developments shall be billed and collected along with the line extension fees.

All Other Requests

Line Extension fees for all other requests shall be based upon the detailed engineering analysis and design of electric distribution, substation, and transmission infrastructure required to serve the customer. They will include the labor, material, and engineering costs required to provide standard electric distribution infrastructure and substation capacity needed at the service location. This includes but is not limited to the conductor, transformers, metering equipment, and all other equipment associated with the electric service. The additional costs are outlined in the Additional Costs and Requirements section below.

The electric connect fees (including the cost of the metering equipment) for commercial requests shall be billed and collected along with the line extension fees.

Additional Costs and Requirements:

For all service request types, the following requirements and the associated costs will be included in the line extension fees and are the responsibility of the Applicant; Some of these requirements and costs may not apply to all service requests.

1. The extension and/or upgrade of three-phase electric power lines to serve new load.
2. The relocation and/or upgrade of existing underground or overhead electric facilities.
3. The substation and transmission infrastructure needed to serve the customer's load requirements. This includes right-of-way acquisition and any associated studies.
4. The retirement of existing and/or temporary electric infrastructure.
5. The Plant Investment Fee, a one-time charge that recovers costs associated with extending and upgrading the existing electrical infrastructure, including substation and distribution feeder capacity, to accommodate growth.
6. Installation and retirement of temporary power.
7. Additional permits required to serve the service location. (TxDOT, Railroad, environmental, etc.).
8. System protection devices necessitated by the developer/service request and/or required to meet the utility design guidelines and NESC.
9. Advanced Metering Infrastructure Costs.
10. Metering equipment.
11. Civil infrastructure (installed by developer/customer) installation inspection costs.
12. Street light infrastructure (installed by developer/customer) installation inspection costs.
13. Infrastructure verification costs. For multi-family installation, before installing the permanent meters, the developers must correctly label meter sockets with matching unit designations. This process shall be performed in the presence of City of Georgetown personnel.
14. Specialized power quality/power factor correction equipment required by the service request and/or required to meet the utility, NEC, and NESC design guidelines.
15. Dual feeds required by the developer/service request. In the case of a dual/redundant feed, the customer shall be required to pay the applicable monthly stand-by rate.
16. Any requirements needed to comply with the electric utility's engineering and construction standards and the Unified Development Code of the City of Georgetown.
17. Costs associated with auxiliary service locations such as serving clubhouses, pumping loads, pools, signage, mail kiosks, etc.
18. Based on some customers' demands and energy usage, additional requirements may be necessary for service.
19. Any non-standard costs necessitated by the customer's/developer's service request.
20. The Electric Utility's ability to serve a customer is dependent on the availability of enough substation capacity. All applications for new service will be subject to substation capacity review. This review will determine if the capacity is available for the additional load presented by the line extension application.

Civil Infrastructure Responsibility:

The applicant is responsible for the complete installation and associated cost for civil infrastructure designed to support, protect, or convey electric equipment, such as, but not limited to, material and installation of conduit, transformer pads, and meter pedestal pads.

The cost for Civil Infrastructure is not included in the line extension fee and is an obligation of the applicant.

Streetlights:

The Electric Utility will design the street lighting required for new subdivisions.

The developer shall install the conduit, the conductor, the foundations, poles, light fixtures, and secondary pull-boxes.

The developer is responsible for installing the streetlights according to Section 12.06 (F) in the Design and Technical Standards of the Unified Development Code (UDC).

The cost for street light infrastructure (including the cost of installation) is not included in the line extension fee and is an obligation of the applicant.

Other Requirements:

- The Electric Utility may require additional clearance and access easements to ensure accessibility to maintain the infrastructure safely.
- The customer must grant the City an easement on the City's standard form.
- The Electric Utility's point of interconnection/point of delivery for residential services is the meter pedestal.
- The Electric Utility's standard transformer and meter pedestal installation is on the front lot line.
- The electric infrastructure shall be designed, installed, and maintained per Section 13.06 of the UDC.

Step 2: Issuance of Electric Utility Services Availability Letter

Within 45 days of issuing the Cost Estimate Letter, the Electric Utility requires the payment of 50% of the line extension fees before issuing the "Electric Utility Services Availability letter" that is required by the City of Georgetown's Planning Department for the approval of the construction plans/site development plans.

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

Any design changes the applicant requests after issuing the "Electric Utility Services Availability letter" shall result in additional engineering costs and potential changes in the line extension fees. The applicant must pay the actual engineering costs incurred due to the changes and the updated line extension fees.

Processing times for final and approved for construction design: The following are the typical processing times for the issuance of the final and approved for construction design:

Service Request Type	Processing Times
Single Family service and upgrades <ul style="list-style-type: none"> • Single Lot Residential (single-family residential structure on a lot) • Small General Service (as defined in Code Sec. 13.04.020) • Commercial Tenant* Existing Service upgrades under 1 MW	30 business days
Service requests for any service type up to 1 Megawatt (MW) of connected load	60 business days
Service requests for any customer type greater than 1 MW up to 25 MW of connected load	90 business days
All other requests	90 business days

Please note that the above-mentioned processing times will apply only upon receipt of the 50% payment of the line extension fees outlined in the cost estimate letter.

Step 3: Payment of All Outstanding Fees

All outstanding line extension fees, connect fees, and additional engineering costs (if applicable) shall be paid in full before the Electric Utility installs the electric distribution infrastructure. All outstanding line extension fees shall be received no later than 90 days from issuing the Cost Estimate Letter. No material procurement or construction scheduling shall occur until all outstanding Line Extension fees and Additional Costs, if any, are paid in full.

Due to the long lead times associated with electric distribution, substation, and transmission equipment (transformers, conductors, poles, specialized protective equipment, etc.), all outstanding line extension fees must be paid well before the scheduled electric infrastructure installation date at a time determined by the Electric Utility.

Step 4: Electric Connect Fees. (Per Meter)

The following electric connect fees apply to all new services, service relocations, re-builds, upgrades, small general commercial building tenants, and conversions from overhead to underground and shall be paid by the applicant when requesting the electric service to be energized.

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

related metering and engineering system updates.

1. **Single Phase Power (for single-family and multi-family residential service):** Fee assessed and payment due before any Building Permit is issued.

0-400 amps	\$350 Connect Fee
Greater than 400 amps	Actual Cost

2. **Commercial Single-Phase or Three-Phase*:** Fee assessed and payment due before any Building Permit is issued.

Commercial	Connect Fee - Actual Cost
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* Applicable to customers whose monthly peak demand exceeds 50 kW

3. **Small General - Commercial Tenant*:** Fee assessed and payment due before any Building Permit is issued. This fee is applicable to existing commercial buildings with existing infrastructure.

Small General Commercial Tenant	\$900^
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* Applicable to all commercial and general service consumers whose monthly peak demand for all uses is less than 50 kW. Typically, these are tenants who reside in a commercial building strip center.

^ Includes the labor and material for metering equipment and other system costs.

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

Inactive Line Extension Applications: Line extension applications inactive for more than 6 months from the issuance of the cost estimate will be considered inactive. The cost estimate and the design will no longer be valid. Any subsequent requests for design updates shall be treated as new requests.

Refunds: A customer who has paid the line extension fees can request a refund of the paid fees. The Electric Utility will reimburse the costs net of engineering costs and other non-reimbursable costs incurred by the utility.

Version History:

1. Original Version: March 24, 2020
2. Update #1: July 27, 20021
3. Update #2: February 22, 2022
4. Update #3: January 24, 2023
5. Update #4: September 12, 2023.
6. Update #5 (this update): February 13, 2024