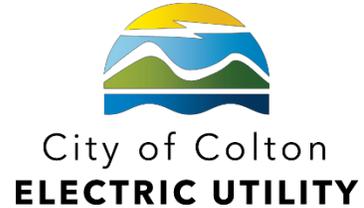


CITY OF COLTON

Electric Utility

Phone: (909) 370-6132

electricalengineering@coltonca.gov



Main Service Panel Change Out **Residential** **(Replacement/New/Upgrade)**

The information provided in this document is intended to serve as general guidelines. Each project is unique and additional requirements may apply.

To minimize installation problems and facilitate the inspection and approval process, the main service panel and installation shall comply with the information outlined in this document and Colton Electric Utility requirements.

Responsibilities

The **Customer** is responsible for the following:

- The installation and maintenance of the weatherhead and galvanized steel riser for overhead service
- The installation and maintenance of the electrical conduit for underground service
- The installation and maintenance of the service entrance conductor for overhead service
- The installation and maintenance of the main service panel
- The installation and maintenance of the main service panel grounding and bonding
- Maintaining tree clearance around overhead electric lines to your main service panel
- Maintaining working clearance around and in front of your main service panel
- Contacting CEU to schedule a disconnect/reconnect
- Payment of all fees/costs associated with the project.

Colton Electric **Utility** is responsible for the following:

- Identifying/Approving location of main service panel. CEU will identify on the "meter spot" form, the location of the new/upgraded main service panel.
- Disconnect/Reconnect of service to allow for installation
- The installation and maintenance of the overhead/underground electric lines to your main service panel.

Requirements

Main Service Panel General requirements:

- Weatherhead mounted at a minimum height of 18" with a recommended height of 36" for overhead service Note: if additional height is requested by the utility inspector, backing of the service riser will be required.
- Service lead from weatherhead to have a minimum lead of 24" for overhead service
- Galvanized steel riser (overhead service) or electrical conduit (underground service) to be secured by straps every 3' minimum.

Main Service Panel General requirements cont.:

- Main Service Panel location must be approved by CEU and must be mounted at a minimum height of 48" to a maximum height of 75" to the center of meter glass
- Main Service Panel must have required clearances per the California Electrical Code (2022)
- Main Service Panel size will be based on the bus rating of the panel.

100A Main Service Panel General requirements:

- All requirements listed in Main Service Panel General requirements
- Galvanized steel riser to be a minimum of 1.5"
- Schedule 40 conduit to be a minimum **3"** for underground service
- Service conductors (including neutral) to be a minimum of #4 copper with neutral conductor to be marked with white tape at both the weatherhead and panel for overhead service
- Grounding to be a minimum **#6 solid copper** in flex conduit to a driven 5/8" x 8' copper-clad ground rod and bonded to cold water and gas in one continuous run

125A Main Service Panel General requirements:

- All requirements listed in Main Service Panel General requirements
- Galvanized steel riser to be a minimum of 1.5"
- Schedule 40 conduit to be a minimum **3"** for underground service
- Service entrance conductors (including neutral) to be a minimum of **#2 copper** with neutral conductor to be marked with white tape at both the weatherhead and panel
- Grounding to be a minimum **#6 solid copper** in flex conduit to a driven 5/8" x 8' copper-clad ground rod and bonded to cold water and gas in one continuous run

200A/225 Main Service Panel and above General requirements (200 Main Breaker Max)

- All requirements listed in Main Service Panel General requirements
- Galvanized steel riser to be a minimum of 2
- Schedule 40 conduit to be a minimum **3"** for underground service
- Service entrance conductors (including neutral) to be a minimum of **2/0 copper** with neutral conductor to be marked with white tape at both the weatherhead and panel
- Grounding to be a minimum **#4 solid copper** in flex conduit to a driven 5/8" x 8' copper-clad ground rod and bonded to cold water and gas in one continuous run

Process:

The following steps must be completed **in the order shown** before a Main Service Panel Change Out/Upgrade will be energized

1. A) Customer to request the location of the new main service panel spotted completing the Meter Spot Request Form. The form can be obtained on the CEU website or picked up at 150 S 10th St, Colton CA, 92324
B) If acquiring multiple meters, a "Notification of Address Number Assignment" from City of Colton Planning shall be provided to CEU.
C) Application for a service upgrade or meter reset on a multi-unit location requires the customer to identify the unit he/she is wishing to upgrade. The meter number **MUST** be provided to CEU to proceed.

2. CEU must identify and approve the new panel location based on Information provided in the Meter Spot Request Form. In addition, CEU may require load calculations.
3. Any CEU fees must be paid prior to obtaining permits.
 - **NOTE:** Permit fees must be paid at Development Services at 659 N La Cadena Dr. Colton, CA 92324. CEU fees must be made payable to “City of Colton” by Credit Card, Check or Money Order at City Hall, 650 N La Cadena Dr. Colton, CA 92324 any other related fees will be invoiced by Colton Electric Utility and must be paid at City Hall. A receipt must be obtained, and a copy will be taken/mailed to Colton Electric Utility
4. Construction permit(s) must be acquired from Building & Safety
 - **NOTE:** If additional meters are requested, the City of Colton Planning Division will issue a unique address for each meter and that address must be clearly displayed at each meter socket.
5. For any panel upgrade/replacement determined by CEU to be in the same location, a “same day disconnect/reconnect” must be coordinated before construction begins.

Note: if a contractor and/or customer fails to coordinate a “same day” disconnect with CEU, a fee of **\$250** will be assessed

6. After the new panel is installed, it must be inspected and approved by the Electric Utility **FIRST**.
7. Call/email CEU @ (909) 370-6132/ electricalengineering@coltonca.gov for an inspection.
8. Once approved by the CEU, the newly installed panel must then be inspected and approved by Building & Safety. Call Building & Safety to schedule an inspection (909) 370-5131.
 - A) Failure to conduct a “same day disconnect” will result in delayed response in restoring of electric service.
 - B) Building inspector must be notified and included in “same day disconnect” coordination.
 - C) **Note: If the new service panel installation is not completed, inspected, and approved by BOTH the Electric Utility and Building & Safety by 3pm, the new service panel will not be energized until the next working day.**