

ELECTRICAL UPGRADES

WHEN A PERMIT IS REQUIRED

You must obtain a permit for any electrical upgrade or new service: including, but not limited to: replacement of removed meter base, replacement of existing meter base, increasing/changing electrical service, rewiring, adding electrical outlets, adding lights, transitioning from overhead to underground service. A permit is required for a temporary power pole as well, but are only granted for new construction or renovations.

INFORMATION REQUIRED

When applying for an electrical permit, you must submit the following documents.

Building/Zoning Permit Checklist

AEP Work Order Disconnect and Reconnect Number, obtained by calling AEP at 1-800-956-4237.

INSPECTIONS

You are required to obtain a final inspection from the Town for an electrical permit. When your inspection passes, we will notify AEP that your service can be reconnected.

SERVICE WIRE DISCONNECT AND 4TH EQUIPMENT GROUNDING WIRE

Section E-3601.6 of the 2012 Virginia Residential Code, and 2011 National Electrical Code (NEC) 230.70 service disconnect location will be strictly enforced. This code states that "the service disconnecting means shall be installed at a readily accessible location either outside of a building or inside nearest the point of entrance of the service conductors."

The nearest point of entrance is with the use of 2" adapter or use a disconnect. **No traveling with service entrance cable.** Service disconnecting means shall not be installed in bathrooms, over steps or stairways or clothes closet. Each occupant shall have access to the disconnect serving the dwelling unit in which they reside, working space must be 30 inches wide by 3 feet deep with a minimum of 6'6" in height. The electrical system with a disconnect should be designed for a 4-wire feeder system. The grounding system is isolated from the neutral system. Be sure to connect a separate insulated green-colored conductor to the service ground in the service entrance equipment. Connection to a 3-wire system is a violation of the NEC Article 250.130.

E.3608.1.4.1 Installation

The rod and pipe electrodes shall be installed such that at least 8 feet (2438 mm) of length is in contact with the soil. They shall be driven to a depth of not less than 8 feet (2438 mm) except that, where rock bottom is encountered, electrodes shall be driven at an oblique angle not to exceed 45 degrees from the vertical or shall be buried in a trench that is at least 30 inches (762 mm) deep. The upper end of the electrodes shall be flush with or below ground level except where the aboveground end and the grounding electrode conductor attachment are protected against physical damage.

E.3608.3 Rod, pipe and plate electrode requirements.

Where practicable, rod, pipe and plate electrodes shall be embedded below permanent moisture level. Such electrodes shall be free from non-conductive coatings such as paint or enamel. Where more than one such electrode is used, each electrode of one grounding system shall be not less than 6 feet (1829 mm) from any other electrode of another grounding system. Two or more grounding electrodes that are effectively bonded together shall be more considered as a single grounding electrode system. That portion of a bonding jumper that is the sole connection to a rod, pipe or plate electrode shall not be required to be larger than 6 AWG aluminum wire.

**Who should apply
for the permit?**



Homeowners may obtain permits. However, it is strongly recommended your properly licensed contractor pull the permit as the responsible party so the county can better assist you in gaining compliance for possible defective work.

Miss Utility
Always call 811 before you dig.