



GENERAL LAYOUT REQUIREMENTS FOR SINGLE PHASE SERVICES

1. The Customer Service layout is valid for six (6) months from the date of issue.
2. If payment is required, it can be made by cheque, cash, Visa, MasterCard, American Express or debit at WNH office or on the Electrician's Pre-authorized Payment Plan. Payment must be received at WNH office prior to processing documentation or scheduling work. Payments made by credit card will be subject to a convenience fee of \$2.50 for every \$100.00 or part thereof.
3. The WNH Engineering Technician will require one (1) week notice for any changes to the Customer Service Layout. After the Electrician/Contractor receives a new or revised layout, call the Operations Clerk at 519-888-5577 to book an appointment for disconnect/reconnect.
4. All Customer equipment must be inspected and approved by the Electrical Safety Authority. WNH must receive approval notification from the Electrical Safety Authority prior to reconnection. **Should WNH crew be required to work after regular scheduled hours, an additional charge will apply.**
5. **Meter Height & Location:**
The Electrician/Contractor will install new meter base at 5' 4" (+/- 4") (1.60m) to the centre of dial, above finished grade and within 3m from left or right side of front corner of house. WNH requires a minimum 4' (1.2m) side yard access back to the meter location. Otherwise, the meter base must be placed on the front face of the house. The meter base is not to be fenced in. This applies to both existing and new locations.
6. **Meter Base Replacement:**
Existing meter bases shall be replaced if a). Replacement is required as part of the service upgrade or b). The existing meter base is an 8" x 8" unit. In addition, WNH crews may require other customer owned service entrance equipment, such as meter bases, down pipes, or line side wiring to be replaced for safety or reliability reasons. The Electrician shall inform the customer of the potential for additional work and a new specified 200A meter base shall be made available on site.
7. **Meter Base Requirements:**

Overhead: Must be approved by Electrical Safety Authority.

Underground: The following models only are approved for services:

Single Unit Residential Meter Bases:

<u>Manufacturer</u>	<u>Model No.</u>
Cutler-Hammer (Eaton)	LM2 or LU2
Hydel	EK400RO or EK400TO
Thomas & Betts (Microelectric)	BS2-TV or BS2-TCV

Multiple Units Residential Meter Bases:

<u>Manufacturer</u>	<u>Model No.</u>
Cutler-Hammer (Eaton)	2K2 (2 pos.) 3K2 (3 pos.)
Hydel	HC22R (2 pos.) HC23R (3 pos.)
Thomas&Betts (Microelectric)	BEC2-VA (2pos.) BEC3-VA (3pos.)

400A Single Phase Meter Base:

<u>Manufacturer</u>	<u>Model No.</u>
Cutler-Hammer (Eaton)	TCC5-2 SR4
Durham/Jesstec	1004718C
Hydel	CT4-Z-200/5
Thomas & Betts (Microelectric)	JS4A-TW

Farm Service: Single phase, Central Metering System 5-Jaw (**meter base CTS 409-PW**). Upon WNH approval only.

3rd Party Equipment: If the Customer requires the service to be metered, then install:

- i). NEMA 3-20" x 20" cabinet (base only inside)
- ii). NEMA 3-30" x 30" cabinet (base and breaker)

Meter Seals. WNH will supply all permanent meter seals of the peerless plastic ring type.

8. **Service Identification**

With regards to multi-unit buildings, the Customer shall permanently and legibly identify all metered services with respect to unit number and/or civic address. The units, meter bases and main panel disconnect switches must have permanent unit numbers installed prior to the installation of any metering apparatus.

9. **Supporting Guarantee**

When the Electrician/Contractor is working within 3m of an energized line over 750v, the Electrician/Contractor will need to obtain a Supporting Guarantee from the Operations Clerk at 519-888-5577. The Electrician/Contractor will follow Section 188/2, Construction Projects, Ontario Regulation 213/91 (Occupational Health and Safety Act and Regulations for Construction Projects).

10. **WNH Trenching Standards**

Any existing or new residential underground secondary service will require the Electrician/Contractor to follow WNH trench standards. The trench standards are available at the request of the Electrician/Contractor by contacting the Engineering Clerk at 519-888-5552 or visit the Engineering Department at 300 Northfield Dr E., Waterloo.

3rd Party Trenching in Municipal or Regional Right-Of-Way

- a). Follow all Municipal or Regional, and ESA guidelines for trenching in boulevards.
- b). Municipal or Regional consent is required. A work permit may be required from the road authority.

11. **Locates:** Contact all utilities for underground locates. For WNH locates call 519-888-5577.

All excavation in Ontario performed by an owner, occupant, tenant or servant of an owner must be done in accordance with the Occupational Health and Safety Act and Regulations for Construction Projects, Section 228, & Ontario regulation 22/04 "Electrical Distribution Safety", Section 10 (3).