

Subject: FACILITIES EXTENSION AND MODIFICATION		Policy No: 18
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I. GENERAL

- A. The purpose of this Facilities Extension and Modification Policy (“Policy”) is to set forth the general provisions and standards of Empire Electric Association, Inc. (“EEA”) for extending service to a new location or modifying a current service at the request of the Customer.
- B. EEA will provide Electric Service to all Applicants with premises located within its certificated area which meet the requirements of EEA.
- C. The electric plant of EEA shall be constructed, installed, maintained, and operated in accordance with standard electric utility practices to assure, as far as reasonably possible, continuity of service, uniformity in the quality of service furnished, and the safety of persons and property.
- D. EEA shall use as the minimum standard of practice the current edition of the National Electric Safety Code at the time of construction. The National Electric Safety Code in effect at the time of construction will continue to apply until the plant is altered or rebuilt, at which time the current edition will be used.
- E. This Policy shall not be construed to place a greater burden on any new Applicant connected to an existing line extension than would have been placed on said Applicant had a totally new line extension been constructed for the Applicant’s use.
- F. Nothing contained in this Policy shall be interpreted as a prohibition against the construction of an extension having more than minimum capacity (as determined by the standards of construction) to meet the requirements of the Applicant to be then served, provided such additional capacity is constructed by EEA without obligation by Applicant.
- G. EEA reserves the right to deal independently on situations on their own merits and without reference to the provisions of this Policy when there is unacceptable risk, as determined by EEA, associated with furnishing Electric Service and the expected relationships between cost, investment, revenues, and permanency of Electric Service.
- H. Extensions to security and street lights will be considered under the applicable Rate Tariff and are not covered by this Policy.

II. DEFINITIONS

- A. Applicant – Any person or entity applying for Electric Service or service modification from EEA.
- B. Customer – Any member or non-member, or their agent, taking Electric Service from EEA.
- C. Contribution in Aid of Construction – The amount paid to EEA to establish a new service or modify an existing service. Such amount is non-refundable after construction has commenced.
- D. Electric Service – The availability of EEA to deliver electrical energy to or receive electrical energy from a Customer.
- E. Electric System – EEA’s electric equipment used for the purpose of delivering electrical energy to or receiving electrical energy from its Customers. EEA’s Electric System will be installed in accordance with the National Electric Safety Code as well as applicable local, state and federal regulations.

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- F. Governing Documents – EEA’s Bylaws, Articles of Incorporation, Board of Directors policies, Rate Tariffs, Rules and Regulations, and Service Agreements.
- G. Point of Delivery – The point where EEA’s facilities are first connected to the electric facilities of the Customer. The location of the Point of Delivery will be determined by EEA in accordance with standard practice or as individual circumstances may dictate. EEA will maintain Point of Delivery diagrams for common installation types.
- H. Rate Tariff(s) – EEA’s tariffs that define the rates charged for Electric Service and miscellaneous fees.
- I. Service Agreement(s) – Any form or document agreed to by an Applicant or Customer related to taking Electric Service from EEA.
- J. Standard Construction Allowance – EEA’s contribution toward establishing a new Electric Service.

III. SERVICE CLASSIFICATIONS

- A. EEA, in its sole discretion, will determine the service classification. Service classifications are as follows:
 - 1. Development – Electric Service to apartment complexes, mobile home parks, single family residential lots, townhomes or condominiums of a project that is defined as a subdivision or development by EEA.
 - 2. Permanent – Electric Service where the use of the service is on a permanent basis and a continuous return to EEA of sufficient revenue to support the necessary investment is reasonably assured.
 - 3. Street or Security Lighting – Electric Service to an EEA owned security or street light.
 - 4. Temporary – Electric Service where the use is of a short-term duration of twelve (12) months or less. These include, but are not limited to, circuses, bazaars, fairs, concessions, construction power, etc.

IV. COMMON PROVISIONS

- A. Upon request by an Applicant for a facilities extension or modification, and after receiving complete and accurate information of the sizes and types of loads, EEA shall prepare, without charge, one rough estimate of the costs to be paid by the Applicant.
- B. Any Applicant requesting multiple rough estimates or a detailed estimate from EEA may be charged an engineering deposit equal to the amount of average engineering and design costs. EEA may request an additional deposit if the scope of work is modified by the Applicant, requires additional work efforts beyond what is normally required to prepare an estimate, or if the Applicant wants more than one engineering design. When the Applicant authorizes EEA to proceed with the construction, this deposit shall be applied to the Applicant’s Contribution in Aid of Construction. If an Applicant decides not to build the service, the deposit minus the cost incurred by EEA will be refunded to the Applicant.
- C. EEA will determine the construction costs of the new or modified service based on standard costs and estimating practices.

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- D. EEA, in its sole discretion, will determine the type of construction, the location of the line extension origin and the route to be followed in the construction. Based upon various considerations, the origin point may not necessarily be the point on the existing Electric System closest to the Applicant's premises, nor the route selected be the shortest distance between the origin and the Point of Delivery.
- E. EEA reserves the right to approve all locations for transformers, meters, or other electric equipment. If the location of these devices is unacceptable to EEA because of inaccessibility due to terrain, buildings, other obstructions, or other operational considerations, EEA shall refuse to make service available to the Applicant until such time that an acceptable location is attained.
- F. If another Applicant requests a new service and EEA determines that the service will be provided off of facilities that were constructed to provide service to another Applicant within the preceding five (5) years, and the property has not changed ownership, the cost of the initial line extension shall be recalculated and appropriate compensation will be given to the original Applicant.
- G. When a Customer desires a service modification or relocation, a distributed energy resource interconnection, or a material increase in load or generation, the Customer must make a request to EEA. EEA will evaluate the modifications to the Electric System required to accommodate the request and determine the applicable charges. In general, such modifications will be at the Customer's expense. Requests that require an increase in Electric System capacity which may provide benefit to other Customers will be evaluated on an individual basis and EEA, at its sole discretion, may elect to contribute a portion of the required costs.
- H. EEA will determine if a charge in addition to the applicable monthly base charge is necessary for extraordinary operations and maintenance of facilities built specifically for the Applicant or by reason of the nature or location of the load being served.
- I. When more than one (1) Applicant is to be served from a proposed extension, EEA will prorate the estimated cost of those sections of the extension used in common to each affected Applicant. Nothing herein shall preclude any Applicant from voluntarily assuming more than the Applicant's proportionate share of an extension.
- J. In the case where the Applicant is not the owner of the premises to be served, or being served in the case of a modification of service, the owner shall be required to sign an agreement indicating that the owner concurs with the extension or modification. The owner shall mean either the fee title owner or in the case of government and tribal lands, the entity or individual authorized by the controlling agency or tribe.
- K. The Applicant shall provide permanent right-of-way easements acceptable to EEA for the construction, operation, and maintenance of the Electric System. EEA may require the Applicant to obtain permanent right-of-way easements across neighboring parcels, if needed, to extend service to the Applicant.
- L. EEA will not commence construction until all fees and Contributions in Aid of Construction have been paid by the Applicant, an executed Service Agreement has been received, and acceptable rights-of-way, as determined by EEA, have been obtained.
- M. The ownership of all Electric System equipment provided wholly or in part at the expense of the Applicant shall at all times be vested exclusively in EEA.

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- N. EEA will provide Electric Service in accordance with its Governing Documents. Failure by the Customer to comply with the Governing Documents may result in termination of Electric Service to the Customer and removal of Electric System equipment. Once service has been removed by EEA, service required thereafter at the same location will be installed under the then applicable Facilities Extension and Modification Policy.

V. DEVELOPMENT SERVICE


- A. The Applicant shall execute a Service Agreement and pay to EEA a Contribution in Aid of Construction advance equal to the estimated construction cost.
- B. For mobile home parks, Electric Service may be furnished to the mobile home park on a general service or large power rate, but cannot be sub metered by the proprietor; or, individual meters may be installed for each mobile home in the mobile home park and such meters shall be billed to the individual mobile home owners. For transient mobile home or recreational vehicle parks, Electric Service shall be furnished to the proprietor under a general service or large power rate.
- C. EEA will provide Electric Service to Applicants within the development in accordance with EEA's Rules and Regulations.
- D. Prior to the start of construction, the Applicant shall establish and provide an on-site location of any property corners and boundary lines as required by EEA.

VI. PERMANENT SERVICE

- A. An Applicant who desires a modification to a Permanent service shall execute a Service Agreement and pay to EEA a Contribution in Aid of Construction equal to the estimated cost of construction.
- B. An Applicant who desires a new Permanent service shall execute a Service Agreement and pay to EEA a Contribution in Aid of Construction equal to the estimated cost of construction less the applicable Standard Construction Allowance. The Standard Construction Allowance shall be two thousand five hundred dollars (\$2,500) or the estimated cost of construction, whichever is less. To be eligible to receive the Standard Construction Allowance, the following conditions must be met:
1. The service must be a new service.
 2. The service must be classified as Permanent.
 3. The service must be served under a residential, irrigation, or general service Rate Tariff.
 4. The Applicant must execute a Service Agreement in which the Applicant agrees to pay the monthly base charge plus any taxes or fees specified in the applicable Rate Tariff for five (5) years, regardless of whether Electric Service is utilized. If Electric Service is utilized, energy and demand charges as specified in the applicable Rate Tariff shall also be paid. Should the service change names during the contract period, the person or entity who assumes use of the service must also assume the obligations of said Service Agreement.

VII. TEMPORARY SERVICE

- A. The Applicant shall execute a Service Agreement and pay to EEA a Contribution in Aid of Construction advance equal to the estimated cost of construction and removal.
- B. If Electric Service is continued for more than twelve (12) months following the completion of construction, such service may be reclassified at the sole discretion of EEA.
- C. Temporary service shall not continue beyond twelve (12) months, except in special cases, such as during heavy construction, that are expressly approved by EEA. Where the period of service in these instances exceeds twelve (12) months, EEA may continue to render Temporary service under the Service Agreement(s).

 _____ President's Signature	Date: 10/11/2019 Effective Date: 01/01/2020
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