

GETTING STARTED

Submit for permits and applications through [Accela](#).

ELECTRICAL PERMIT

- You need a permit to install wiring, service equipment, and for other construction-related electrical needs.
- Inspections through this permit will allow you to fill ditches, cover walls, energize services, and more.

ELECTRICAL PLAN REVIEW

- Plan review is required on services ≥ 600 amperes OR for specific types of projects. *(WAC 296.46B.900)
- Submitting plans to the inspection department for review assures compliance with codes and Tacoma Power standards.
- Plans must be attached with Plan Review Application. Do not upload plans with permit application.

NEW SERVICE APPLICATION

- Applying for a new service helps us determine the best way to provide electricity to your project, develop a cost for the installation, and identify impacts on our system.

NEW SERVICE APPLICATION SUBMISSION

- Submitting your application immediately after filling it out helps us meet your timeline, as we require a long lead time.
- Provide a site plan and upload it with your fee payment.

THINGS TO KNOW

OVERHEAD LINE CLEARANCE FROM STRUCTURES

- We do not allow the building of new structures under high-voltage power lines.
- We require a minimum of 14 feet horizontally and 17 feet vertically from high voltage power lines located at the top of poles.
- The cost of relocating our facilities is the responsibility of the builder/developer/owner. *(C-OH-9000)

DISTANCE FROM OUR POWER POLES

- New or altered structures must maintain a minimum of four feet from our power poles.

PAD MOUNT TRANSFORMER CLEARANCE

- Structures of combustible materials must be a minimum of eight feet from transformers and non-combustibles must be a minimum of four feet.
- Doors and windows must be a minimum of eight feet from transformers.
- Eight-feet of clearance is required in front of the transformer access door. *(A-UG-1200)

AERIAL TRESPASS

- An aerial trespass is an existing overhead line crossing a property without an easement.



- If we must alter overhead power lines that cross one lot to serve another (an aerial trespass), the cost of alterations is the requester's responsibility.
- We will not install a new aerial trespass.
- The builder/developer/owner is responsible for coordinating with adjacent properties to resolve aerial trespasses.

EASEMENTS

- The builder/developer must provide us with any necessary easements.
- The builder/developer must coordinate other utility easements with applicable utility.

OVERHEAD POWER VS. UNDERGROUND POWER

- The builder/developer must plan to install underground power for the project.
- Under unique conditions, we may allow a variance to be served overhead.
- Retrofits and slight alterations may remain fed overhead.

METERING

- All dwelling units must have separate meters (DADU, ADU, SFD, APTS, etc.)

METER LOCATIONS

- Secure meter bases to the structure they serve.

THE PROCESS



ENGINEERING TO INSTALLATION

- After the draft is provided, any changes to the construction design must be promptly communicated to engineering.
- Once your application is processed, the project is engineered, the design is finalized, and the estimate is provided.
- Upon payment, the engineer prepares the work order for the installation.
- Pending the utility underground work completion (if required) and the service passing an inspection, the work order is provided to field crews for completion.

UNDERGROUND INSTALLATION (UTILITY WORK)

- We require a pre-construction site meeting with our civil coordinators before digging.
- They will provide valuable guidance, information, and inspections of the civil work.

RELOCATING / REMOVING UTILITY POLES

- Communication companies attached to our poles require additional time prior to relocating/removing poles and may impact construction timelines.
- Each communication company is allowed up to 30 days to alter its facilities.
- The 30-day window is sequential, so a pole with five companies on it could take up to six months to complete.

*Reference our Electrical Construction Standards at [MyTPU.org/ElectricalInstallationRequirements](https://www.mytpu.org/ElectricalInstallationRequirements).

Questions?

Contact New Services Engineering at
253-502-8436.