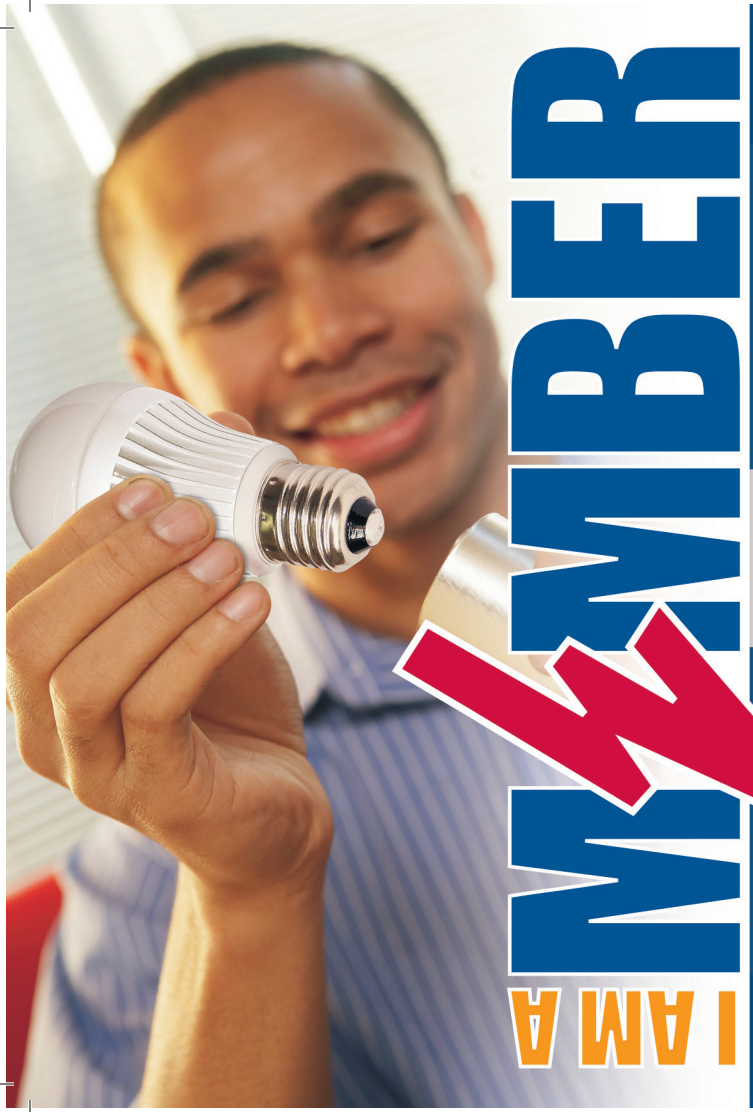

I AM A MEMBER

NEW SERVICE

EQUIPMENT • REGULATIONS • REQUIREMENTS

Coast Electric Power Association

A Touchstone Energy® Cooperative


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CONTENTS

CONNECTING TO COAST ELECTRIC POWER ASSOCIATION

This booklet contains useful information on the equipment needed to bring electricity to your homes and businesses. Our requirements are considered supplementary to the National Electrical Code and any other state or local laws and ordinances that may be in force.

Information in this booklet refers primarily to the service entrance requirements at the usual secondary voltages for both residential and commercial installations. Single phase, 120/240 volt is the only secondary voltage permitted for residential installations. Commercial installations requiring higher distribution voltages and service entrances greater than 200 amps are available and can be requested through our engineering technicians or engineering departments.

APPLICATIONS FOR SERVICE

Coast Electric Power Association accepts applications for service at any of its six office locations, by phone, online and by fax. When necessary, members shall provide easement (at no expense to Coast Electric), suitable locations and space for the poles, transformers, meters and other accessories which are necessary to supply electric service.

INSPECTIONS AND PERMITS

All wiring shall conform to the requirements of the National Electrical Code and to state, municipal and county inspection requirements. Where permits, inspections and registrations are required by law, the applicant must provide Coast Electric with the documents showing such has been applied for, accepted and inspected. Please check with local city and county building officials and inspectors before making your request for electric service.

CITY AND COUNTY PERMIT OFFICES

HANCOCK COUNTY

Hancock County Tax Assessor 228-467-5727
City of Bay St. Louis 228-469-0531
City of Waveland 228-466-2549
Zoning Commission 228-467-4157

HARRISON COUNTY

Harrison County Tax Assessor 228-865-4043
Code Administration 228-832-1622
City of Gulfport 228-868-5715
City of Long Beach 228-863-1554
City of Biloxi 228-435-6270
City of D'Iberville 228-392-9729

PEARL RIVER COUNTY

Pearl River County Tax Assessor 601-403-2211
Pearl River County 601-403-2300
City of Picayune 601-798-9777

WORKING TO KEEP YOU SAFE

Coast Electric Power Association does not permit the attachment of any unauthorized equipment such as signs, antennas, security lights, etc. to its utility poles.

Buildings, antennas or other structures are not to be constructed or installed within the minimum distances established by the National Electrical Safety Code, or in the case of antennas, within falling distance of any existing power line.

Crane operators, house movers or anyone working near overhead power lines should contact Coast Electric before beginning their work to obtain safe line clearances.

KILN OPERATIONS CENTER (HEADQUARTERS)
18020 Highway 603
Kiln, MS 39556
P.O. Box 2430
Bay St. Louis, MS 39521-2430
1-877-7MY-CEPA

BAY ST. LOUIS
1005 Highway 90
Bay St. Louis, MS 39521
1-877-7MY-CEPA

BILOXI
920 Cedar Lake Road, Suite S
Biloxi, MS 39532
1-877-7MY-CEPA

GULFPORT
14082 Highway 49
P.O. Box 3302
Gulfport, MS 39505-3302
1-877-7MY-CEPA

PICAYUNE
6375 Highway 11 North
Picayune, MS 39466
1-877-7MY-CEPA

POPLARVILLE
4679 Highway 53 South
Poplarville, MS 39470
1-877-7MY-CEPA

OFFICE LOCATIONS

Coast Electric Power Association is headquartered in Kiln. We have two district offices and three branch offices to make it easy for our members to contact us. Regular office hours are 8 a.m. until 5 p.m., Monday through Friday. Should you have an outage or other service emergency after regular office hours, please call 1-877-769-2372. Outages can also be reported using our mobile app. Dispatchers and repair crews are on 24-hour standby to assist you. You can also visit our website at ***www.coastepa.com.***

ENERGY MANAGEMENT DEPARTMENT - "AT YOUR SERVICE"

PHILLIPPE MICHEL
Sr. Residential Energy Management Representative
Hancock County
228-363-7261

SCOTT WHITE
Sr. Residential Energy Management Representative
Pearl River County
601-889-5109

TYLER GREEN
Residential Energy Management Representative
Harrison County
228-539-5720

MARK WALLACE
Director of Residential
Energy Management
228-363-7305

JANELL NOLAN
Commercial Marketing Executive
Hancock County
228-363-7259

GRAB YOUR KEYS TO THE COMFORT ADVANTAGE AND YOU'LL EARN CASH REBATES

Before you begin that new dream home, we encourage you to take advantage of our Comfort Advantage Home program. We promote the latest construction standards and energy efficient specifications and offer home certification and cash incentives to qualifying members.

SOME OF THE BENEFITS YOU'LL BE ELIGIBLE TO RECEIVE!

- Minimum of $300 to the decision maker for construction of a residence that is built to Comfort Advantage specifications
- New Home Program - Incentives up to $1,000
- Existing Home Program - Incentives up to $400

See www.coastepa.com for full details.

INTERRUPTION AND LIABILITY

Coast Electric Power Association strives to furnish continuous service. There is no guarantee of uninterrupted service and the company has no liability for damage which may be sustained by reason of the failure or partial failure of power, failure or reversal of phases or variation in service characteristics whether caused by an accident, repairs, storms or other causes; nor is the company liable for damages that may be incurred by the use of service wiring, connections, instruments, services or appliances installed by or for the member; nor is the company liable for damages that may be incurred due to the presence of the company's property on the member's premises. It is the responsibility of the member to provide and maintain adequate relays and circuit breakers to protect against single phase and phase reversal conditions on three phase service installations.

SERVICE ENTRANCE & METER LOCATION

Coast Electric service, engineering or staking personnel will determine the location for the point of service and metering equipment. We will work with you and your contractor during the site selection, however, we assume no responsibility to change the location of the service entrance should it be improperly installed or if our site location is not utilized.

To avoid delays, please meet with our representatives before installing your equipment. The service entrance/meter pan or house power panel must be installed on exterior walls and should be placed in locations that are easily accessible to our employees for meter maintenance, inspecting and removal.

TEMPORARY SERVICE

When electricity is needed for building construction, Coast Electric will connect single phase temporary service. The temporary power pole, wiring and equipment are to be supplied by the member, or installed by your contractor, builder or electrician. We ask that temporary outlets be placed at lot lines or lot corners, where existing transformers or pedestals are located. If the property is 150 feet or more from existing lines, we ask that you meet with our staking technicians to determine the location of your temporary meter outlet.

SERVICE DROPS AND METERS

Coast Electric will connect only one set of drop conductors per building except as permitted by the National Electrical Code. All meters are supplied and installed by Coast Electric and remain the property of the Association.

METER TAMPERING AND SEALS

Mississippi Code prohibits the tampering and unauthorized breaking of Coast Electric Power Association meter seals. The offense is a misdemeanor and is subject to penalty, fines and prosecution.

CONNECTIONS

All connections between the distribution lines and the service entrance are performed by Coast Electric Power Association personnel only. Other individuals are not authorized to make these connections.

FEES & CHARGES

Coast Electric Power Association has established fees and charges based on the reasonable and customary standard for our industry and local area. See www.coastepa.com for fees and charges.

UNDERGROUND SERVICE

If you are interested in underground service to your new home, please contact our engineering technicians or engineering departments. In those areas where overhead services are normally installed, Coast Electric will provide the underground service based on aid-to-construction costs. Check with your local office or visit our website at www.coastepa.com for the latest charges.

CHANGING RESIDENTIAL OVERHEAD SERVICE TO UNDERGROUND SERVICE

The above aid-to-construction costs are also applicable when existing residential overhead service is changed to underground service. A retirement cost is also charged based on the overhead line footage removed.

FINANCING AVAILABLE

Coast Electric can finance up to $2,000 of your aid-to-construction costs for the installation of underground power lines to individual residential homes.

Payments can be extended up to 36 months, at a competitive interest rate. For your convenience, payments are payable with your monthly electric bill. A promissory note and underground utility easement is required.

COMMERCIAL ACCOUNTS

Requests for electric service to new commercial, industrial accounts and subdivisions should be made to our district engineering technicians or engineering department. We will gladly work with you on plant design, lot layout and other specifications to provide your service.

FOR INFORMATION PLEASE CONTACT:

HANCOCK/PEARL RIVER COUNTIES
Guy Johnson 1-877-7MY-CEPA
Vice President of Western Division Operations/
Economic Development

HARRISON COUNTY
Steve Pitzer 1-877-7MY-CEPA
Vice President of Eastern Division Operations

SPECIFICATIONS

CLEARANCES

Ground clearance is the final measurement from the bottom-most conductor, including the drip loop, to the final finished grade. Members will provide a minimum ground clearance of no less than 10 feet.

AMERICAN WIRE GAUGE SIZES REQUIRED
(RESIDENTIAL)
Type RH, RW, RHW, THHN or equivalent

Ampacity	Minimum Size Copper
100	#4
125	#2
150	#1
200	#2/0
400	#400 MCM

AMERICAN WIRE GAUGE SIZES REQUIRED
(COMMERCIAL)
Type RH, RW, RHW, THHN or equivalent

Ampacity	Minimum Size Copper
60	#6
100	#3
125	#1
150	#1/0
200	#3/0
400	#500 MCM

SERVICE ENTRANCE CONDUCTORS

1. All service entrance conductors shall be of sufficient size to conform with the rated capacity of service entrance equipment.
2. SE cable or single wires in conduit may by used. SE cable must be supported every 24 inches.
3. Each conductor must extend at least two feet beyond the service head.
4. Splices are not permitted in the service entrance conductors.
5. Flexible cord such as welding cable is not permitted.
6. Grounded conductors or neutral may be one size smaller than the largest ungrounded conductor.
7. Some local electrical codes will not allow aluminum for service entrance conductors.

MAST

1. For residential service entrance of 200 amps or less, the mast extending through the roof must be constructed of two inch I.D. rigid galvanized metal conduit.
2. Minimum length of mast extending above roof is 36 inches to the top of weatherhead.
3. Maximum length extending above roof is 42 inches to top of weatherhead.
4. Mast must be sufficiently braced to support the service conductors and must be located at a point on the building where the service conductors from the pole will not overhang the roof (except the overhanging eave).
5. Mast must be attached to the structure with conduit straps not over two feet apart.
6. Mast couplings are permitted only below the roof line and must be visible from the exterior of the structure.

GROUND WIRE

1. Services less than 200 amps must have a minimum ground wire size #4 solid bare copper. Check with local building inspectors for services greater than 200 amps.
2. All service entrances must be grounded to the proper lug of the meter base.
3. The ground wire shall be without splice and continuous from meter base to grounding electrode.
4. The ground wire must not pass through the disconnect device if the device is not part of the meter receptacle.
5. Ground wire is to be located on the outside of the structure.
6. Ground wire must be securely fastened to the structure with approved staples, clamps, etc.
7. If the bottom level of a structure on pillars is more than 18 inches above the ground level, the ground wire will be properly protected in a pipe or conduit or fastened to wood or masonry with approved staples, clamps, etc.

GROUNDING ELECTRODE

1. Electrodes of pipe or conduit should not be smaller than 3/4 inch and must be galvanized.
2. Copper clad or galvanized rods may not be smaller than 5/8 inch. Nonferrous rods shall not be less than 1/2 inch.
3. Rod and pipe electrodes are to be no less than eight feet in length.
4. Metal tubing such as EMT is not to be used for the grounding electrode.
5. If a metallic water system is present, it may not be used in lieu of a grounding electrode but may be used in conjunction with it.

CONNECTION BETWEEN GROUND WIRE AND GROUNDING ELECTRODE

The connection between the ground wire and electrode must be easily accessible and not be covered by concrete or any other substance. The ground clamp must be of an approved type of service entrance grounding. Radio & television type band clamps are not acceptable.

DISCONNECT DEVICES

Disconnection devices must consist of not more than six switches, circuit breakers or draw-out fuses in a common enclosure or accessible group of separate enclosures. An accessible group is described as follows: disconnecting devices are located at one point with no intervening partitions or wall and can be readily reached from one point. In an outdoor meter combination type of disconnect device (house power panel) only two pole breakers may be installed.

The minimum size or rating of the service equipment to a single family residence shall not be less than 100 amp, three wire.

LOCATION OF DISCONNECT

The service disconnecting means shall be installed at a readily accessible location either outside of a building or structure or inside the nearest point of entrance of the service conductors. Service disconnecting means shall not be installed in bathrooms.

SINGLE POINT GROUNDING

Single point grounding is defined as a grounding system using a single point, usually the Master Ground Bar with connections grouped to confine lightning and power surge activity. This is the point for establishing a common reference plane, with respect to earth ground, for the entire system. This will provide a zero reference potential to ground for an entire system. While the voltage at this connection point may rise above zero volts-to-earth-ground under fault conditions, the entire system will also rise at the same rate to the same voltage. This helps minimize any circulating currents between components from lightning or power surges.

GENERAL

1. All cable, equipment and devices must be securely attached to the supporting structure.
2. All equipment and devices installed outside and exposed to the elements must be of the approved weatherproof type.
3. The height of the meter base cannot be less than 4 1/2 feet nor more than 5 1/2 feet from center to finished ground level. If meter base exceeds required heights, a permanent platform must be installed to maintain proper working heights.
4. All holes in meter base and switch box must be closed with knock out plates.
5. The point of attachment of the service drop wires will be selected so that the wires will not interfere with windows, doors, awnings or other parts of the building and must be kept three feet away from windows, doors, porches or other accessible areas.
6. Branch circuits are not to be supplied from the meter sockets.

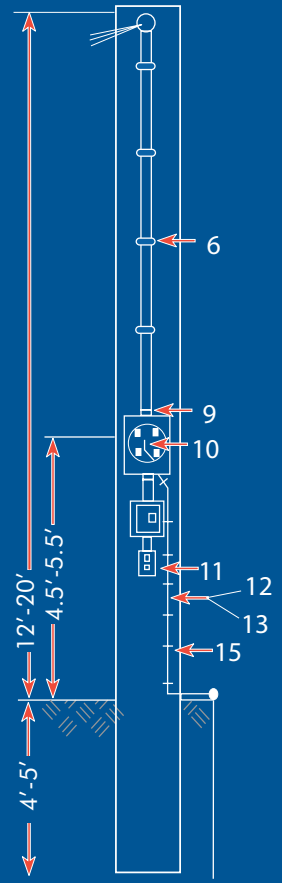


Figure 1

GUIDE FOR WIRING METERING POLE *(Figure 1)*

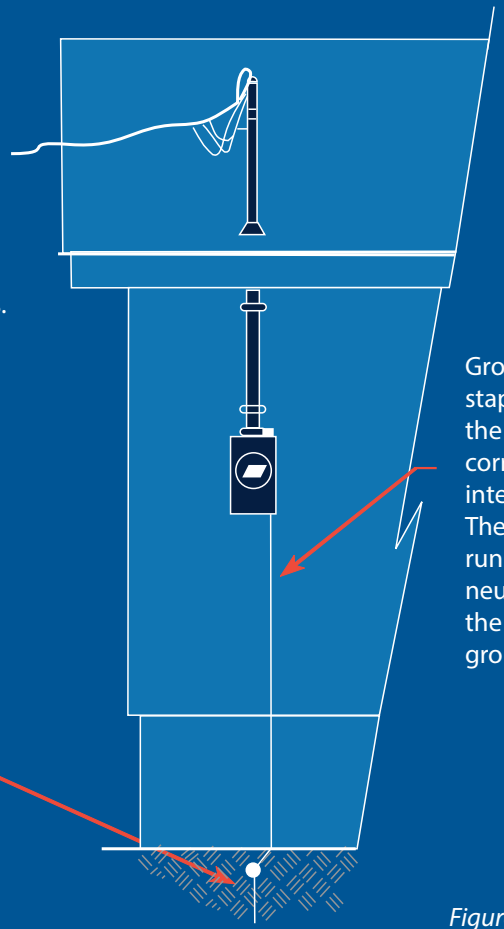
1. Extend wires at least two feet beyond the weather head.
2. Use 4" by 6" pressure treated timber or treated pole 16, 20 or 25 feet in length to maintain minimum ground clearances. Ground depth: 4' for 16' or 20' poles and 5' for 25' pole.
3. Minimum size disconnects for temporary or construction power only: For three wire services – 60 amp., minimum size wire #6 copper standard.
4. Minimum size disconnect for permanent power is three wire, 100 amps.
5. SE cable or single wires in conduit may be used.
6. Use pipe or cable straps, not over two feet apart.
7. Ground clearance is from the bottom most conductor of the drip loop to the finished grade level.
8. The minimum ground clearances are:
   a. In no case less than 12 feet (minimum 16' pole)
   b. Over residential driveways and commercial areas are not subject to truck traffic - 15 feet (minimum 20' pole)
   c. Over public streets - 18 feet (minimum 25' pole)
9. If SE cable is used, a watertight connector must be used here.
10. Ground wire goes under the center lug in the meter base.
11. All switches and outlets exposed to the weather must be weatherproof.
12. Minimum size ground wire to be determined by list on page 15.
13. Staple ground wire securely to pole.
14. Approved ground rod clamp.
15. An approved ground rod eight feet long or a 3/4 inch galvanized pipe eight feet long is required.*

**Local inspections and codes apply.*

OVERHEAD METER BASE INSTALLATION

(Figures 2 & 2b)

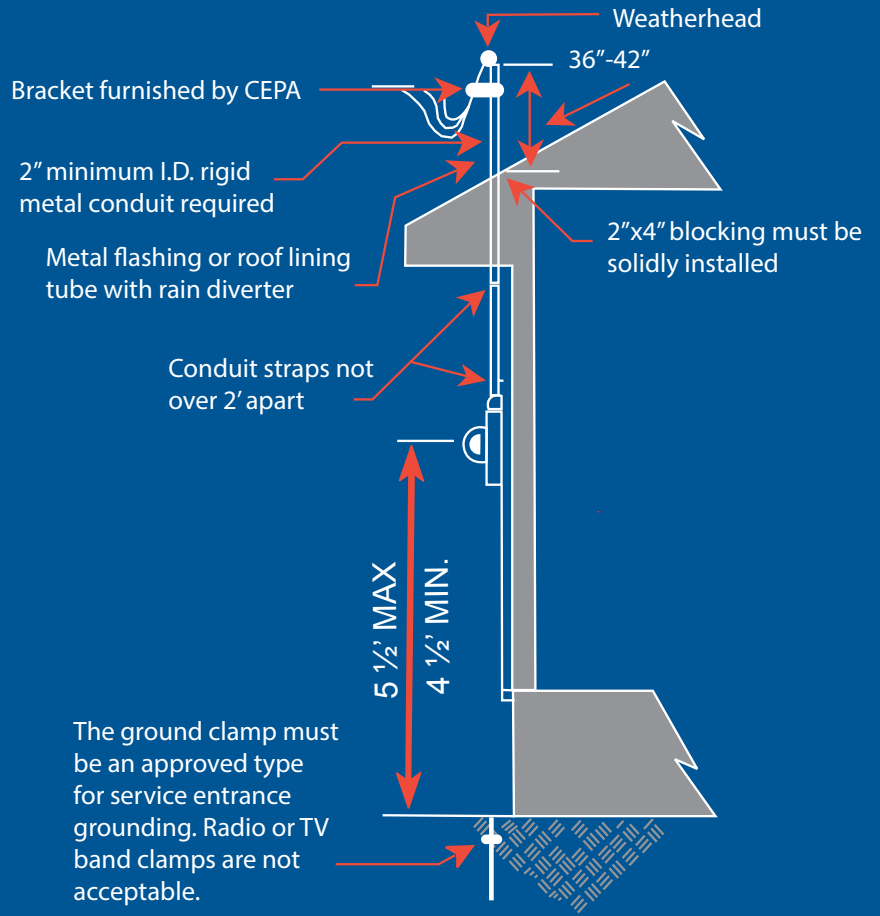
Services drop shall not be less that 12′ above finished grade; 15′ above a private drive and commercial areas not subject to truck traffic; 18′ above public roads, alleys, commercial driveways.



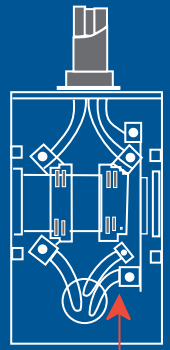
Ground wire shall be stapled or clamped to the building with non-corrosive material at intervals of not over 24′. The ground wire shall run unbroken from the neutral conductor of the service drop to the grounding electrode.

Ground rod shall be 5/8′ x 8′ copper clad or galvanized.

Figure 2



TYPICAL METER BASE
100, 150, 200 Amps



Meter Base Installation
120/240 Volt
100-200 Amps
3-wire, Single Pole

Figure 2b

**Local inspection and codes apply.*

TEMPORARY CONSTRUCTION UNDERGROUND INSTALLATION *(Figure 3)*

For residential service in subdivisions or to those areas where no overhead is available:

COAST ELECTRIC WILL SET ALL UNDERGROUND TEMPORARY METER POLES.

BUILDER OR ELECTRICIAN IS REQUIRED TO SUPPLY THE FOLLOWING:

1. Pressure treated pole or crossarm minimum five feet long.
2. Two inch diameter schedule 40 or 80 gray PVC pipe length from meter socket to 18 inches below ground level, terminal adapter and lock nut. (Schedule 80 required where lines subject to physical damage).
3. 60 amp breaker box with 60 amp breakers (maximum), three-wire, 120/240 volt. Minimum size wire #6 copper in conduit.
4. Wires are to be extended five feet beyond bottom of pipe.
5. All switches and outlets exposed to weather must be weatherproof.
6. All local inspections and codes apply.
7. Meter panel belongs to member.

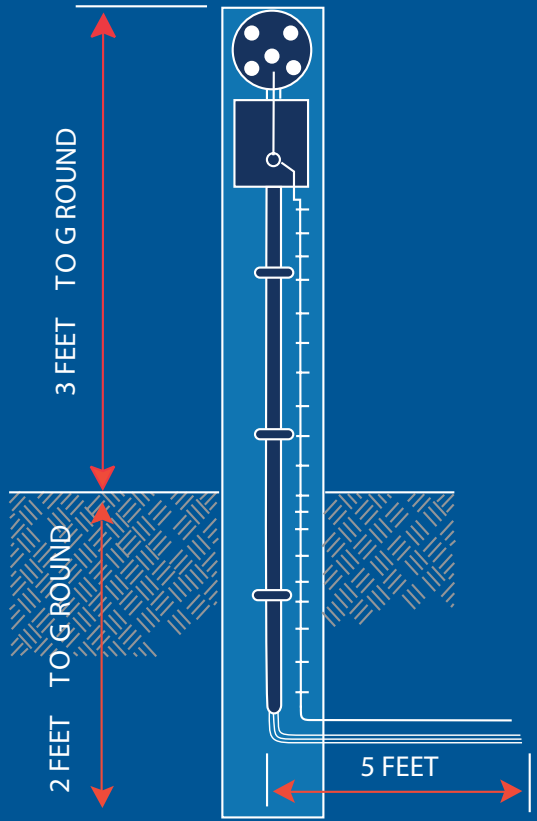


Figure 3

RECOMMENDED INSTALLATION FOR UNDERGROUND SERVICE

OPTION 1 - INSTALLATION UNDER DRIVEWAYS OR PROPOSED OPEN CEMENT OR PAVED AREAS. *(Figure 4)*

1. Use 2 1/2" diameter schedule 80 gray PVC or size recommended by local Coast office for 200 amp service or less. For services greater than 200 amps, please check with your local Coast Electric office for conduit sizes.
2. Member may install pipe buried 30 inches deep with nylon pull cord extending from pipe. Please call our service department for inspection before backfilling the trench. (Trenching and backfilling are available and will be performed prior to the time of service installation).
3. Use only 90 degree sweeping elbows in turns. No more than 4 1/4 bends in any installations.
4. Member to supply 30' of schedule 80 gray PVC pipe for riser with appropriate weather head and straps. Coast Electric will install riser pole. (Riser may be purchased from Coast Electric).
5. When ready for final connection, please let our service department know the location of your riser and weatherhead.
6. Meter panel belongs to member.

**For a complete list of underground charges, please visit www.coastepa.com.*

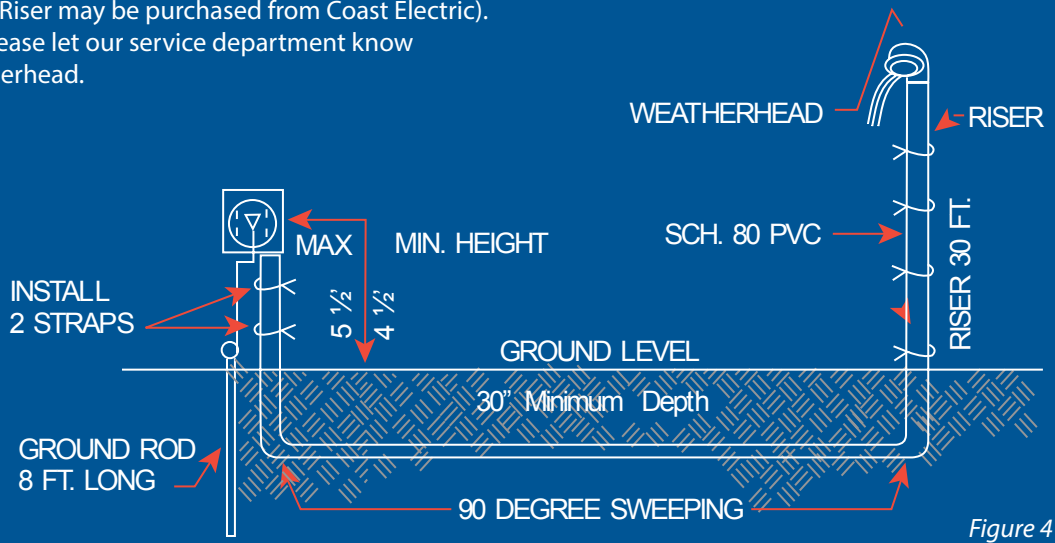


Figure 4

OPTION 2 - DIRECT BURIAL *(Figure 5)*

1. Member to furnish 2 1/2 inch diameter schedule 80 gray PVC pipe or size recommended by local code office, terminal adapter and lock nut for any service 200 amps or less. For services larger than 200 amps, please check with your local Coast Electric office for conduit sizes.
2. Pipe to be installed 18 inches below ground.
3. Placement of meter socket not to exceed a height of 5 1/2', no less than 4 1/2 ' unless higher elevations are required by local code office.
4. Trenching and backfilling charges will be applied.
5. When changing an overhead service to underground, an additional fee is added to cover the overhead line removal.

** For permanent residential service, please coordinate your installation with our engineering technician, services or engineering departments.*

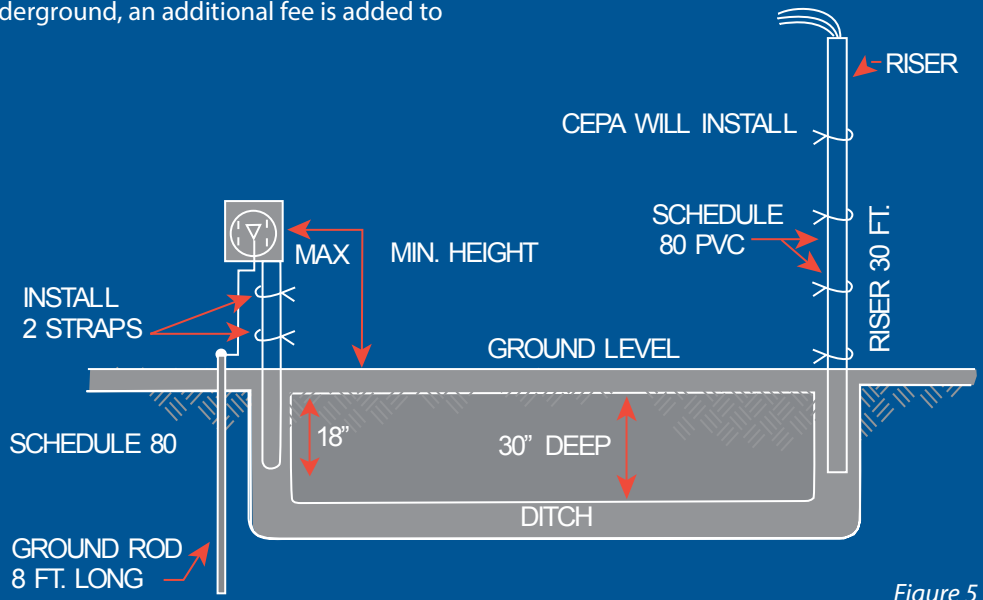


Figure 5

PLEASE CALL BEFORE YOU DIG - IT'S THE LAW

MISSISSIPPI ONE CALL CENTER 1-800-227-6477

Mississippi State Law 77-13-1 requires a minimum of two working days' and a maximum of ten working days' notice prior to starting excavation.

Mississippi 811

protecting Mississippi's vital flow...one call at a time

Coast Electric Power Association

A Touchstone Energy® Cooperative

877-7MY-CEPA

Proudly Serving Hancock, Harrison and Pearl River Counties

www.coastepa.com

This institution is an equal opportunity employer and provider.

07/2016