

City of Berea Municipal Utilities
Electric Operations Division
200 Harrison Road



OVERHEAD ELECTRIC SERVICE CHECKLIST

Dear Berea Municipal Utilities Resident/Contractor/Electrician,

The objective of this informational checklist is to help complete your project in a smooth and efficient manner.

ATTENTION: Only qualified City of Berea Municipal Utilities (BMU) electric personnel shall enter vaults and boxes, connect, disconnect, or reconnect electric services, and/or remove/install electric meters. Noncompliance with BMU requirements will result in disruption of electric service pending corrective action.

- Obtain all necessary permits

Berea City Hall Codes Enforcement, 2nd Floor 859-986-8528, online applications at www.bereaky.gov
Madison County Planning & Development, 321 N. Madison Ave., Richmond, 859-624-4780

- CONTACT BMU OPERATIONS SECRETARY FOR THE FOLLOWING:**
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- Signing of Building Permit Application, pay **all** applicable fees and deposits, set up accounts.
- All** temporary and permanent new electric construction or upgrade requests, on-site coordination, and inspections.
- BEFORE YOU DIG!** Call BMU Operations Department (859-986-4391, ext 2425) at least **TWO WORKING DAYS IN ADVANCE** for utility service locates.

- Meter Base to be mounted at a height no higher than 6' center.
Clearance of 24" minimum on each side of meter base.
Meter Base cannot be installed within 36" of Gas Meter.
Risers must be a minimum of 2 ½" Ridged Conduit.
Risers over 36" above roof must be anchored to roof with tie cables.
Service line attachment must be at least 12' above ground level over yards, 18' over driveways.
Service line cannot cross over windows or doorways.

- Final inspection by Codes Enforcement/Building inspector

***The above checklist must be completed before the Operations Dept. will authorize service connection. ***

Phone List:

- . BMU Operations Secretary (New construction/upgrade services) (859) 986 4391, ext. 2425
- . BMU Customer Service (To Pay Deposit/Billing) (859) 986-4391, ext. 2421
- . City Codes Enforcement/Building Department (859) 986 8528, ext. 2127
- . Madison County Codes Enforcement/Building (859) 624 4780

Please remember the customer shall insure projects conform to Berea Municipal Utilities Electric, local codes and National Electrical Code requirements.