



## Rental Light

**Durango Office:**  
P.O. Box 2750, Durango, CO 81302  
45 Stewart St, Durango, CO 81303  
Phone: (970) 247-5786

**Pagosa Springs Office:**  
P.O. Box 305, Pagosa Springs, CO 81147  
603 S 8th St, Pagosa Springs, CO 81147  
Phone: (970) 247-5786

### Rental Light Work Order

Below is a checklist to assist you with your new construction project:

**In order to expedite the assignment of your job to a staking engineer, complete the following:**

\_\_\_ Property owner to complete and sign the "Application for Work Order" with accurate Service Address (assigned by the county)

\_\_\_ Pay the required Design Fee (Credit card payments are not accepted for New Construction) non-refundable \$400 for Residential and \$700 for Commercial.

\_\_\_ Provide the most current and recorded copy of Warranty Deed. Name on Warranty Deed must match name on application for work order.

*Submit the above by mail or at the office in Durango or Pagosa Springs.*

Upon receipt of the above, the first available staking engineer will contact you to arrange an appointment to meet at the site to discuss your job. Please make sure property pins are in place or property boundaries are marked prior to this meeting.

After the on-site meeting, the staking engineer will draw your job, compute the construction estimate, and contact you.

*(NOTE: The estimate you receive is good for 30 days.)*

**Job will be released to construction for scheduling after you complete the following:**

\_\_\_ Sign and notarize necessary easements and contracts

\_\_\_ Pay construction estimate (credit card payments are not accepted)

\_\_\_ Contact LPEA at (970) 247-5786 and ask to speak with the Line Superintendent, in Durango (La Plata County) or Pagosa Springs (Archuleta County), to coordinate scheduling for construction before you start trenching or clearing right-of-way. Be sure to reference your LPEA Work Order Number when you call.

\_\_\_ Clear right-of-way as required.

\_\_\_ Notify the LPEA Line Superintendent that you are ready for construction to proceed.

For Underground Line Extensions

**Prior to digging trench, obtain:**

\_\_\_ Existing underground utility locations with the Utility Notification Center of Colorado at (800) 922-1987 or 811

\_\_\_ Any required excavation permits

\_\_\_ Verify that trench location will be within dedicated right-of-way

\_\_\_ Dig your trench. All trenching must be per LPEA specifications. **(A \$600 fee will be charged to the customer if LPEA construction crews show up at the job site and the trench is not ready or if trench does not meet NESC depth specifications.)**

LA PLATA ELECTRIC ASSOCIATION, INC.

Application for Work Order

Rental Light

Revised 09/28/2022

Property Owner: \_\_\_\_\_ Spouse: \_\_\_\_\_
SSN: \_\_\_\_\_ Spouse SSN: \_\_\_\_\_
Service Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_
Subdivision: \_\_\_\_\_ Block: \_\_\_\_\_ Lot #: \_\_\_\_\_
Billing Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
Work Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_
Project Contact: \_\_\_\_\_

The undersigned (hereinafter called the "Applicant") hereby applies for and agrees to purchase electric energy from the La Plata Electric Association, Inc. (hereinafter called the "Association") upon the following terms and condition:

- 1. The Applicant will comply with and be bound by the provisions of the Articles of Incorporation and Bylaws of the Association, and such rules, regulations, and policies as may periodically be adopted by the Board of Directors of the Association.
2. The Applicant agrees, when electric service to operate the light(s) is available to these premises, to pay the monthly charge in accordance with the applicable rate schedule. Electricity to operate the light will not pass through the meter. LPEA will be responsible for maintenance and repair of the light(s) except in the case of vandalism or damage caused by a vehicle.
3. The Applicant hereby agrees to support and assist the Association in obtaining the right, privilege and easement to construct, operate and maintain the necessary electric facilities together with full right of ingress and egress, as may be necessary to extend and maintain this service.
4. The Applicant hereby also grants the Association the right to cut and trim trees and shrubbery to the extent necessary to keep them clear of the electric facilities.
5. Upon mutual acceptance, this application for electric service shall constitute a valid binding agreement between Applicant and the Association and shall continue in force until canceled by the Applicant with at least a twenty-four hour prior written notice...

The light(s) and/or pole(s) indicated below will be oriented to illuminate:

Area/Direction \_\_\_\_\_

Table with 2 columns: Rental Light, Quantity. Rows include Private Area (Type 5 LED) Service Light (~5200 Lumens), Roadway (Type 3 LED) Small Light (~5800 Lumens), Medium Light (~9000 Lumens), Large Light (~18,600 Lumens).

Note: Find rates at lpea.coop/rates

Property Owner \_\_\_\_\_

Date: \_\_\_\_\_

ROUND UP AUTHORIZATION (OPTIONAL)

Yes, I wish to help our communities by rounding up my electric bill.

DISCLAIMER OF MEMBERSHIP (OPTIONAL)

The undersigned hereby chooses not to become a member of La Plata Electric Association, Inc.

As a customer of the Association, the Applicant agrees to comply with and be bound by the provisions of the Articles of Incorporation and Bylaws, as the same may periodically be lawfully amended.

Primary Applicant \_\_\_\_\_

Applicant \_\_\_\_\_

Date: \_\_\_\_\_

Applicant \_\_\_\_\_



## CT Metering Requirements

**Single phase services 400 – 800 Amps**  
**Three phase services 400 - 3500 Amps\***

All services require a Current Transformer (CT) meter if service is greater than 320 Amps, this is dictated from the Load Data Sheet submitted. It is the member's responsibility to provide equipment and conductor from the point of service to the meter. The point of service is based on transformer location.

Use the following chart to determine where the point of service is for your project:

<u>If the transformer is:</u>	<u>The point of service is:</u>
Pad-mounted	The secondary connector blocks
Overhead with overhead secondary conductor to a building	The secondary bushings on the side of the transformer
Overhead with underground secondary conductor to a meter rack or a meter on a building	The secondary connector points in a new or existing secondary junction box at the base of the pole

### **Required Equipment**

It is the member's responsibility to provide the following:

1. Secondary service conductor in conduit with 20 ft of tails from the point of service to the CTs.
2. A hinged CT cabinet:
  - Single Run Minimum Size: 24"x24"x12" for single run
  - Parallel Runs Minimum Size: 24"x30"x12" for parallel runs

**\*\*Please** upsize the cabinet if you are using larger conductors and if using multiple runs of conductor. Make sure it can all be accommodated without too tight of a fit. If in doubt 'bigger might be better'.
3. A CT cabinet with metering equipment mounted on the building or on a meter rack, no more than 15 ft from the meter socket.

LPEA will provide the CTs, CT meter socket, CT meter and make all connections from CTs to meter. Note for a single-phase installation, there will be 2 CT and a 3WCL20 4S meter. For a three-phase installation, there will be 3 CTs and a 4WCL20 9S meter set.

### **CT Meter Installation Check List**

1. Once the work order has moved into Construction, please contact the LPEA Meter Shop to schedule to pick up the CTs and meter socket.

Send an email to [metershop@lpea.coop](mailto:metershop@lpea.coop) with the following information:  
Work order number, service address, amperage size of service, electrician's name/phone number.

\*If greater than 3500A please contact [metershop@lpea.coop](mailto:metershop@lpea.coop)

Please allow 1 week – 2 weeks to pick up CTs and meter socket.

2. Contact the appropriate LPEA Line Superintendent to get on the schedule.

Durango: Toby Allred (970) 382-3583

Pagosa Springs: Garrett Hammer (970) 946-9434

3. Build the metering location. Please see **Drawing TR-40, page 3**. Install the CT can, CT's and socket in a rack or on the building utilizing the following criteria:

- The hinged CT cabinet shall meet a minimum of NEMA 3R standards, will be NRTL listed and labeled as a CT enclosure (UL and/or third party certification). In addition, it shall:
  - Be furnished with factory installed landing pads and lugs for phase and neutral conductors.
  - Have a neutral lug for the neutral bus which will accommodate one #12 AWG solid through two #10 AWG stranded wire(s) for the metering neutral conductors.
  - Have barriers between adjacent compartment areas.
  - Be equipped with a hasp for a Company padlock with a 5/16" diameter shackle.
- Approved and recommended CT cabinets may be viewed at:  
<https://ampmfg.com/products/current-transformer-cabinets/xcel-energy-except-xcel-energy-wi-mi>
- The CTs shall be installed in such a manner that:
  - The secondary metering terminals are readily accessible from the door of the CT compartment.
  - The installation height of the CTs shall be between two (2) feet minimum and six (6) feet maximum measured from the center of the CTs to final grade.
  - The minimum clearance from the bottom of a wall-mounted CT cabinet to final grade shall be one (1) foot.
- The CTs shall be mounted such that the H1 "white dot" marking for polarity is on the line side. As the saying goes "Dot to the pot".
- 400A – 800A services will have bar-type CTs provided by LPEA. If the CT cabinet includes bars, these shall not be greater width than 3".
- 801A – 3500A CT cabinets shall have a removable bus section with a twelve (12) inch minimum length, four (4) inch maximum width, and an insulated CT support which will accommodate window-type CTs. The removable bus section shall have an enclosed screw type compression terminal to accommodate a minimum #12 AWG metering potential conductor on the line-side section of the bus.
- The line-side and load-side conductors shall be terminated in the CT cabinet.
- Additional customer-owned equipment is **not** permitted inside the CT cabinet.

4. Contact LPEA Engineering at (970) 382-3555 to schedule a meterman to wire the service.

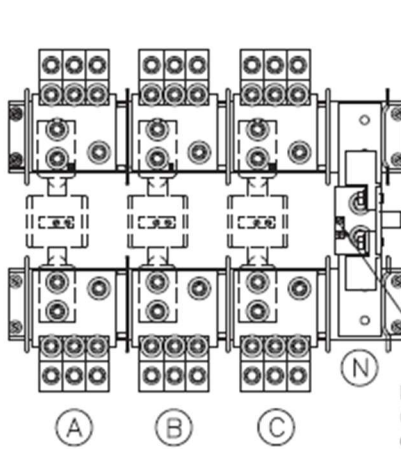
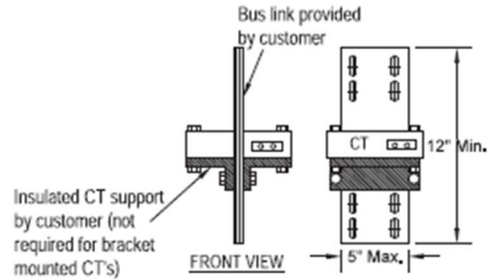
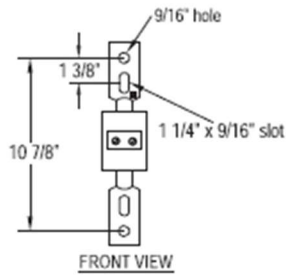
5. Following approval by the State Electrical Inspector, contact LPEA Engineering at (970) 382-3555 with the permit release number to request a CT meter set. The meter will only be set and the service energized after the electrical inspection is passed. This process can take up to 3 business days.



P.O. Box 2750 Durango, CO 81302-2750  
 Phone: (970) 247-5786 • Fax (970) 247-2674  
[www.lpea.coop](http://www.lpea.coop)

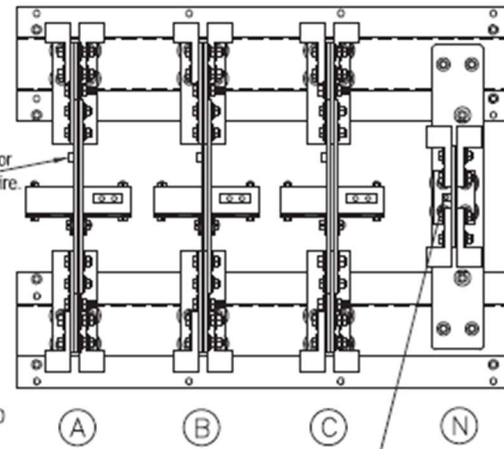
## DRAWING TR-40

### CURRENT TRANSFORMER MOUNTING REQUIREMENTS FOR CABINETS AND SWITCHGEAR



Lug suitable for #12 copper wire.  
 Lugs suitable for (1)-#12 or (2)-#10 copper wires.

For services 400-800 Amps



Lugs suitable for (1)-#12 or (2)-#10 copper wires.

For services 801 - 4000 amps

**NOTES:**

1. White dot on CT is polarity mark and faces line-side.
2. See Section 4.12 for current transformer cabinet requirements.
3. Line side bus bar hole pattern shall have NEMA 2-hole spacing and be centered on bar in WI and MI only.