

# **GARKANE'S GUIDE TO APPLYING FOR AN ELECTRICAL SERVICE TO A NEW FACILITY OR RESIDENCE**

## **Review of Project Workflow & Timeline**

The nine items listed below are the tasks required for the construction of all new facility electrical connections. In general, it will take a minimum of 28 days for Garkane to complete its portion of the work, this does not include the time required for the member and their contractors to complete their part of the construction indicated. A Member's failure to properly complete any portion of the tasks indicated will delay the completion of a project. Larger projects or projects requiring easements, government permits, or special purchasing will require additional time by Garkane to complete. For specific information on all portions of the process please refer to Garkane's New Construction Handbook (GNCH).

1. Submit a completed application packet and pay the \$200 nonrefundable engineering deposit to Garkane's Field Services Representative, Taleana Virostko.
2. Receive a written project cost estimate from Garkane's System Designer. (Approximately 30 days from receipt)
3. Pay project construction fees
4. Member will complete preconstruction tasks as required (GNCH Pages 8-9), which could include:
  - a. Permitting
  - b. Easements
5. Garkane will complete:
  - a. Special Materials Procurement
  - b. Project staking/surveying (14 days from receipt of estimate payment)

At the completion of tasks 1-5, Garkane's project management is taken up by our Operations Department. At this point members will schedule and work with Garkane's Operation personnel to complete the project.

6. Member completes customer construction tasks, which include:
  - a. Clears and grades powerline right of way when applicable. (GNCH Pages 12-13)
  - b. Electrician builds meter base/service connection. (GNCH Pages 14-34)
  - c. Digs trench if an underground service. (GNCH Pages 20)
  - d. Receives a passing inspection of meter base from Building Department. (GNCH Pages 19 & 21)
7. When task 6 is completed the member contacts Garkane's Area Manager to schedule a site inspection done by Garkane. (GNCH Pages 9-10)
8. Garkane's Area Manager inspects project, dispatches a crew to build and energizes the service. (Up to 14 days after completion of task 7.)

## **When to Submit An Application**

When planning the construction of a project the Member should complete Garkane's New Construction Application and review a cost estimate from Garkane prior to starting a project. The cost of building a new electrical service is significant, one should expect that the cost of running power will affect a project's budget and feasibility to some degree. Projects should never be started without first obtaining an estimate from Garkane's Planning Department. Consumers should plan on it taking approximately 30 business days from Garkane's receipt of completed application packet for us to provide a written cost estimate.

**Work by Garkane on project engineering and cost estimates will proceed only when all application documents and engineering fees are received.**

## Documents Required for A Compete Application

The application documents required vary somewhat depending on the type of facility to be serviced. The following table shows the requirements for the most common types of projects Garkane is asked to serve.

Type of Project	New Construction/Upgrade Service Application	Site Plan showing location of permanent power.	Residential Load Calculations Worksheet for Services Larger Than 400 amp <sup>3</sup>	Load Calculations <sup>3</sup>	Subdivision Plat Map (All Phases) <sup>3</sup>	Facility Plat Map w/ Meter Locations	Metering Drawings <sup>3</sup>	Equipment Specs <sup>3,4</sup>
Residence	X	X	X					
Subdivision	X				X			X
Camping/RV/Cabin	X			X		X		
Small Commercial <sup>1</sup>	X	X		X				
Large Commercial <sup>2</sup>	X	X		X			X	X
Irrigation Less than 5 HP	X	X		X				X
Irrigation 5 HP or Greater	X	X		X			X	X

<sup>1</sup> Less the 320 Amps, and single phase

<sup>2</sup> 400 Amps Continuous, or 3-phase

<sup>3</sup> Utah State Code - 58-22-305, states the exemption from licensure for a person preparing a plan and specification for a one or two-family residence not exceeding two stories in height, licensure requirements apply to other projects

<sup>4</sup> Equipment Specifications (See Page 10 GNCH)

## Where To Obtain Application Documents

Application documents are available on Garkane's website at [www.garkaneenergy.com](http://www.garkaneenergy.com) under the construction application and requirements tab.

## Submitting Application Documents

Applications should be submitted by email (pdf format), faxed, mail, or in person to Garkane's Field Services Representative (FRS), Taleana Virostko. Taleana may be reached by email at [fsr@garkane.com](mailto:fsr@garkane.com), by phone at (435) 414-9610 or by mail at 1802 South HWY 89A, Kanab, UT 84741.

## Engineering Deposit

To help cover the cost of engineering projects Garkane requires a \$200 non-refundable engineering deposit be paid as part of the application package. The deposit is nonrefundable but will be applied to the cost of construction should the member choose to proceed with construction of the project.

## Project Site Visits

A project site visit with a System Designer, i.e. Justin, Phillip or Travis, to go over project specifics may be scheduled by request only once an application packet with required documents are submitted and the engineering deposit has been paid.