# Residential Service Application

## Instructions for New Service

1. Complete Application.
2. Pay the engineering fee *(attached chart)*.
3. You will be contacted by the Field Engineer for an appointment.
4. If your service requires a right-of-way easement, you must sign the appropriate document, which may be obtained from the City Engineering office. The document must be signed in the presence of a Notary.
5. If the construction of your service requires any other easements or permits, you also will be responsible for obtaining those documents.
6. At this point, the Field Engineer will complete a cost estimate on the necessary work. Please note this is an estimate only, and it will be increased or decreased based upon the project's actual cost once the work is completed.
7. You must then pay the following:
    *a.* Cost Estimate as determined by Field Engineer *(See #6 above)*
    *b.* New Meter Connection *(see attached chart)*
    *c.* Security Deposit
8. The electric service requirements outlined in the attached specifications must be followed. Any variations must be approved by the Field Engineer.
9. The City does not take applications for Cable TV/Telecom (i.e. GCI (224-8912 or TelAlaska (224-5224).
10. Prior to any digging, a Utility Locate Request/Digging Permit is required within the City and to Mile Post 25 of Seward Highway.

# Process for Obtaining
# A New Service Address

## Inside City Limits

1) Please call the City's Community Development Department at (907) 224-4049 or visit the office located in City Hall at 410 Adams Street.

## Outside City Limits

1) Visit the Kenai Peninsula Borough website at www.kpb.us
2) Select "Planning" listed in the left menu
3) Select "Street Naming Procedures" where you will find a fillable form, "Petition to Name/Rename Street"
4) Select the form and complete

Or

1) Contact the KPB Office at (907) 224-2001 or by visiting 13105 Seward Highway
2) An office representative will assist you in applying for your new address online
3) KPB Administrative Assistant: Cheryl Seese
   cseese@kpb.us
   (907) 224-2001

# CITY OF SEWARD PUBLIC UTILITIES

## Application for ELECTRIC Service

*PO Box 167, Seward, AK 99664-0167*
*Phone (907) 224-4050  Fax (907) 224-4038*

Date:_____ Date Service to Begin: _____

Service Address: _____

### Account Holder Information

☐ Have Previous/Current Account With City (Name: _____) ☐ Home contains life support system

Company Name (If applicable): _____

First: _____ Middle: _____ Last: _____

Mailing Address: _____

Cell Number:_____ Home Number: _____

Work Number: _____ Email Address: _____

Employer Name and Address: _____

SSN (Last 4) or EIN: _____ Driver's License and State:_____

### Co-Applicant Information (if applicable)

First: _____ Middle: _____ Last: _____

Cell Number:_____ Home Number: _____

Work Number: _____ Email Address: _____

### Property Information (If renter, provide Landlord's contact information)

Property Owner Name: _____ Phone Number: _____

Mailing Address: _____

I understand that I must notify the City of Seward Utilities, on appropriate form, no less than five days before I wish to discontinue service. Failure to do so does not relieve me of the responsibility for the service costs for utilities at the above service location after I leave the location. By signing below, I certify that the above information is accurate and that I have received a copy of the policies for the City of Seward Utility Service per the applicable Tariffs and fees established by the City. I further certify that I have no outstanding debts of any kind with the City of Seward. If it is discovered that I do have outstanding debts with the City, I understand and agree that my utilities may be subject to termination and agree to pay all outstanding debts and fees owed to the City of Seward prior to service being reconnected.

Signature: _____ Date: _____

Co-Applicant Signature: _____ Date: _____

### City to Complete This Section

Deposit Required: ☐ Yes, Amount/Date Received: _____ ☐ No, Credit Proof/Date Received:_____

Zone: _____

☐ Residential ☐ Small General Service ☐ Large General Service ☐ Industrial ☐ Boat Harbor

# CITY OF SEWARD
# E L E C T R I C  S E R V I C E  A P P L I C A T I O N

Name (please print) _____

Mailing Address _____

Phone No. Home/Cell _____ Email_____

Service Address _____ Subd. _____

Kenai Peninsula Borough Street Address _____

1. Type of Service: check one

a) Single family residence☐
b) Mobile home park☐
c) Multi family dwelling ☐
d) Commercial/Industrial☐
e) Other (specify)☐_____

2. Closest neighbor with existing power_____

3. Line preference:

a) Overhead☐
b) Underground ☐
c) Single phase☐
d) Three phase☐

**IT IS RESPONSIBILITY OF THE CUSTOMER TO PROVIDE A LOAD STUDY TO THE ELECTRIC DEPARTMENT SHOWING THE CONNECTED AND ANTICIPATED LOADS. IF THE SERVICE REQUESTED IS THREE PHASE, THE LOAD STUDY MUST SHOW HOW THE LOAD WILL BE BALANCED, AS WELL.**

- The engineering fee covers time spent by the engineer to assess and design the specific service requested, and is NOT REFUNDABLE. It will be applied to the cost of the job only if the job goes to completion.
- Per City of Seward Policy, if not completed, this job order will be canceled 24 months from the job date and no refund given.
- Once the job is completed you will receive either a credit or an invoice based upon the final job cost.
- SECURITY DEPOSIT: To be collected at time of account creation or applied to the first electric bill.

The undersigned owner(s) of Lot____,Block____, of_____ Subdivision, or aliquot part Sect.____ T____ R____ of the S.M., whose boundaries are surveyed and officially monumented, agrees to grant to The City of Seward, a Municipal corporation, an easement to construct, operate, repair, and maintain electric distribution and service on said property.

Signature X_____ Date_____

# City of Seward
# Residential Load Calculation

| Name: | | Job Order #: | | Address: | |
|---|---|---|---|---|---|

## Single Family Dwelling Electric Service Load Calculation

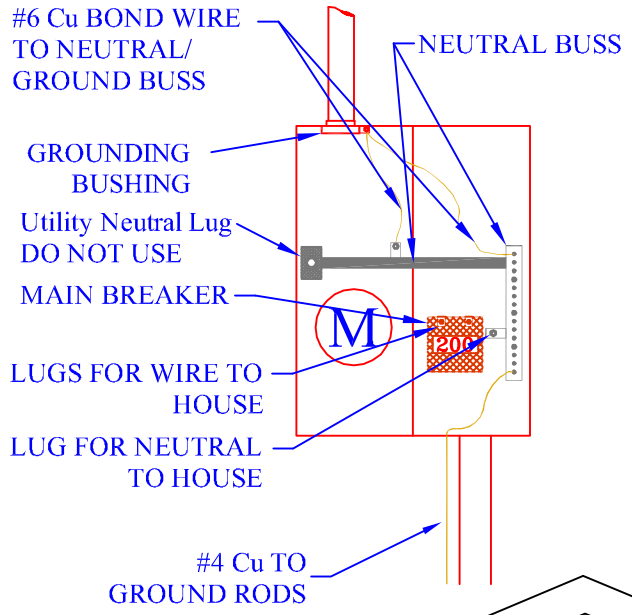
| | | | | | | Line No. |
|---|---|---|---|---|---|---|
| GENERAL LIGHTING | | | | | | |
| Total square footage of habitable living area: | | | x 3 watts per sq. ft | 0 | watts | 1 |
| SMALL APPLIANCE LOAD | | | | | | |
| Two small appliance circuits @ 1500 watts each: | | | x 1500 watts each | 0 | watts | 2 |
| Additional small appliance Circuits each: | | | x 1500 watts each | 0 | watts | |
| ( additional kitchens, etc.) | | | | | | |
| LAUNDRY LOAD | | | | | | |
| Laundry circuit (washing machine) @ 1500 watts each: | | | x 1500 watts each | 0 | watts | 3 |
| | SUBTOTAL | | | 0 | watts | 4 |
| First 3000 watts of Lighting, Small Appliance, & Laundry Load @ 100% | | | | 0 | watts | 5a |
| From 3001 to 120,000 watts | (J13-3000 or 117000) | 0 | x 0.35 | 0 | watts | 5b |
| Over 120,000 watts @ 25% | | 0 | x 0.25 | 0 | watts | 5c |
| | | | **TOTAL 1** | 0 | watts | 6 |
| ELECTRIC CLOTHES DRYER (use 0 if non-electric) | | | | | | |
| Dryer #1, 5000 watts OR nameplate rating (whichever is greater): | | | | | watts | 7 |
| Dryer #2, 5000 watts OR nameplate rating (whichever is greater): | | | | | watts | |
| | | | **TOTAL 2** | 0 | watts | 8 |
| ELECTRIC COOKING APPLIANCES | | | | | | |
| Cooking Units - Includes ranges, wall mounted ovens, countertop units. | | | | | | |
| and other household cooking units | | | | | | |
| Number of Units - | ONE unit use 8,000 watts (1 range) | | | | watts | |
| | TWO units use 11,000 watts | | | | watts | |
| | THREE units use 14,000 watts | | | | watts | |
| | FOUR units use 17,000 watts | | | | watts | |
| | FIVE units use 20,000 watts | | **TOTAL 3** | 0 | watts | 9 |
| HEATING / AIR CONDITIONING (if electric) List Type | | | | | | |
| Electric Heat, nameplate rating X 100% | kW | | x 100% | 0 | | |
| Air Conditioner, nameplate rating X 125% | kW | | x 125% | 0 | | |
| Toyo Stoves @ 400W = | kW | | x 400 W | 0 | watts | 10 |
| ELECTRIC WATER HEATER (use 0 if non-electric) | | | x 4500 | | | |
| 4500 watts or nameplate rating | On Demand | **HEATERS TOTAL 5** | | 0 | watts | 11 |
| APPLIANCE LOAD | | | | | | |
| | Refrigerator | | x1500 watts each = | 0 | watts | 12a |
| | Freezer | | x 1500 watts each | 0 | watts | 12b |
| | Disposal: | | x 600 watts each = | 0 | watts | 12c |
| | Microwave: | | x1630 watts each = | 0 | watts | 12d |
| | Compactor: | | x1200 watts each = | 0 | watts | 12e |
| | Dishwasher: | | x 1200 watts each | 0 | watts | 12f |
| | Cent. Vacuum | | x1800 watts each = | 0 | watts | 12g |
| | Food Center: | | x 600 watts each = | 0 | watts | 12h |
| | | | Total | 0 | watts | 12i |
| Less than 4 units use 100%; 4 or more units @ 75% | | | **TOTAL 6** | 0 | watts | 12j |
| MISCELLANEOUS EQUIPMENT | | | | | | |
| Shop | | | watts x 100% = | 0 | watts | 13a |
| Electric Kiln | | | watts x 100% = | 0 | watts | 13b |
| Electric Car Charging | | | watts x 100% = | 0 | watts | 13c |
| Well and Circulation Pumps | | | watts x 100% = | 0 | watts | 13d |
| | | | **TOTAL 7** | 0 | watts | 13e |
| **TOTAL LOAD FOR RESIDENCE** | | | | | | |
| | | | SUM OF ALL TOTALS #1 THRU #7 | 0 | watts | 14 |
| **TOTAL ANTICIPATED LOAD** | 0 | DIVIDED BY 240 | volts = | 0 | **AMPS** | 15 |

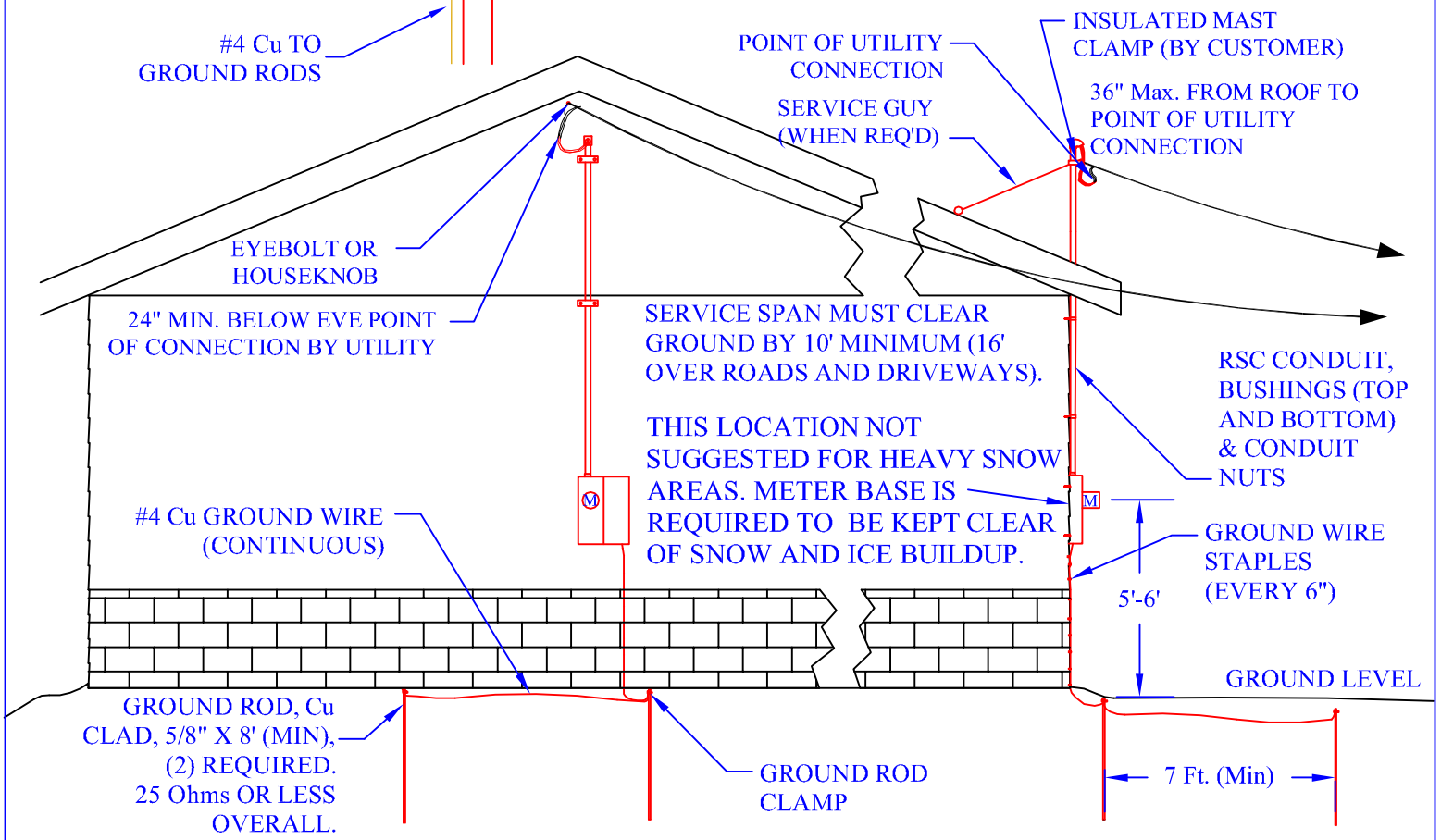
| SERVICE ENTRANCE | | | |
|---|---|---|---|
| SERVICE | WIRE SIZE | CONDUIT | GROUND |
| 100 Amp | #4 Cu or #2 Alum | 2" I.D. | #6 Cu |
| 125 Amp | #2 Cu or #1 Alum | 2" I.D. | #6 Cu |
| 150 Amp | #1 Cu or 2/0 Alum | 2" I.D. | #6 Cu |
| 175 Amp | 1/0 Cu or 3/0 Alum | 2" I.D. | #6 Cu |
| 200 Amp | 2/0 Cu or 4/0 Alum | 2" I.D. | #4 Cu |

NOTE: The neutral wire may be one size smaller but it shall be marked on both ends with white electrical tape or mfg stripe.

NOTES:
1. ANY PROPANE CONNECTION SHALL BE GREATER THAN 30 INCHES HORIZONTAL FROM THE METER BASE.
2. A CLEAR PATH SHALL BE KEPT OPEN TO THE METER BASE AND NOTHING SHALL BE PLACED WITHIN 42 INCHES OF IT.
3. THE METER BASE LOCATION SHALL BE APPROVED BY THE ELEC DEPT. METER MUST BE PROTECTED FROM SHEDDING.
4. CONDUIT SHALL BE RIGID STEEL UNLESS OTHERWISE APPROVED BY THE ELEC DEPT.
5. A CONDUIT GROUNDING BUSHING IS REQUIRED ON THE SERVICE CONDUIT. THIS BUSHING SHALL BE CONNECTED TO THE NEUTRAL BUSS BY #6 Cu.
6. THE GROUND SHALL BE A CONTINUOUS RUN OF #4 CU FROM THE GROUND BUSS TO EACH OF TWO 8 FT. BY 5/8 IN. DRIVEN COPPER CLAD GROUND RODS, CONNECTED BY AN APPROVED BELOW GROUND RATED CLAMP. THE RODS TO HAVE MINIMUM SEPERATION OF 7 FT. WHERE FOUNDATION IS MORE THAN 2 FT. DEEP, 1 FT CLEARANCE FROM FOOTER IS MINIMUM.
7. OXIDE INHIBITOR SHALL BE USED ON ALL ALUMINUM ELECTRICAL CONNECTIONS.
8. SCREWS AND LAGS USED SHALL BE APPROPRIATE FOR THE MATERIALS JOINED.
9. THE GROUNDING SYSTEM IS REQUIRED TO HAVE 25 OHMS OR LESS RESISTANCE.
10. VARIATION FROM THIS STANDARD MUST BE APPROVED IN WRITING BY THE ELEC DEPT.

## Bond/Ground Detail

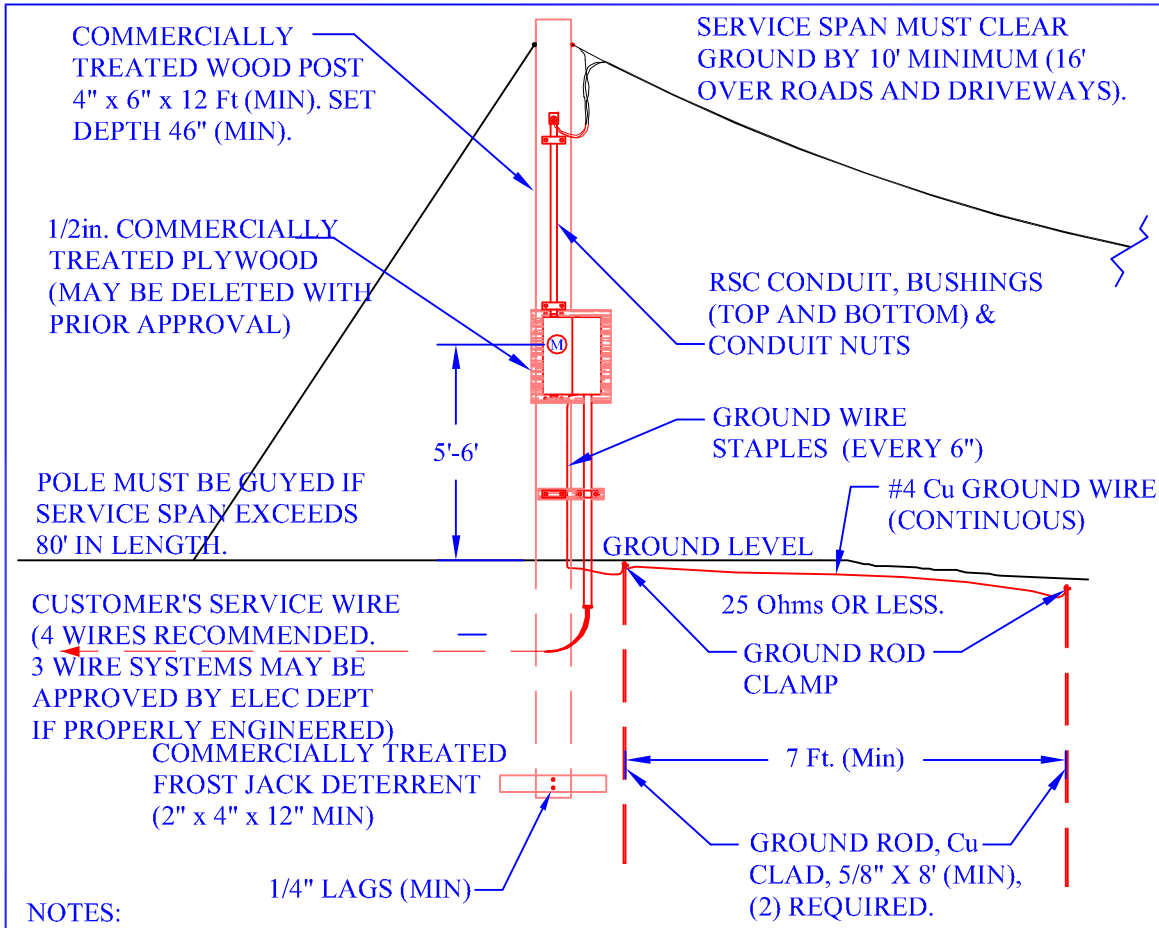



TITLE

# Overhead: Meter Mounted on House

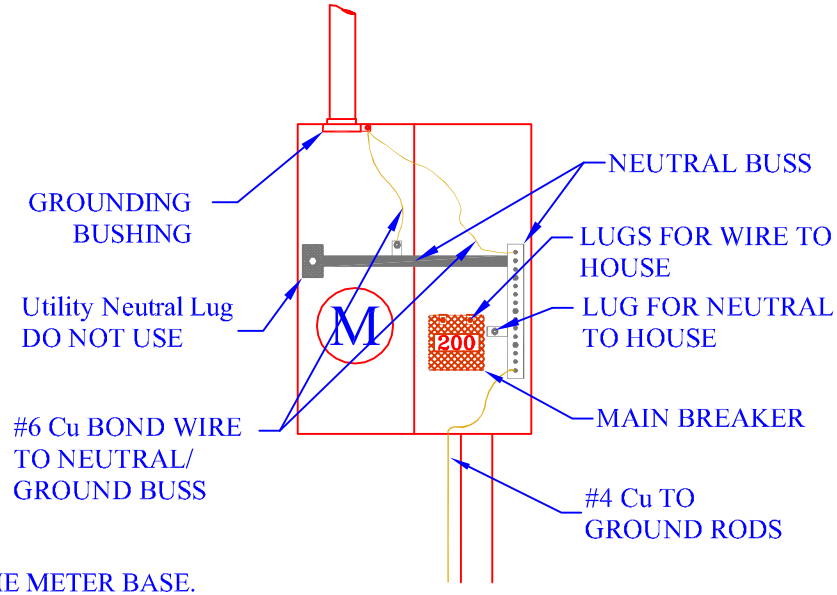
DATE 06/25/15 | By V. WILLET | Dwg. OHMH.dwg




| SERVICE ENTRANCE | | | |
|---|---|---|---|
| SERVICE | WIRE SIZE | CONDUIT | GROUND |
| 100 Amp | #4 Cu or #2 Alum | 2" I.D. | #6 Cu |
| 125 Amp | #2 Cu or #1 Alum | 2" I.D. | #6 Cu |
| 150 Amp | #1 Cu or 2/0 Alum | 2" I.D. | #6 Cu |
| 175 Amp | 1/0 Cu or 3/0 Alum | 2" I.D. | #6 Cu |
| 200 Amp | 2/0 Cu or 4/0 Alum | 2" I.D. | #4 Cu |

NOTE: The neutral wire may be one size smaller but it shall be marked on both ends with white electrical tape or mfg stripe.

## Bond/Ground Detail




NOTES:

1. ALL UNDERGROUND SERVICES SHALL BE 200 AMP RATED.
2. ANY PROPANE CONNECTION SHALL BE GREATER THAN 30 INCHES HORIZONTAL FROM THE METER BASE.
3. A CLEAR PATH SHALL BE KEPT OPEN TO THE METER BASE AND NOTHING SHALL BE PLACED WITHIN 42 INCHES OF IT.
4. THE METER BASE LOCATION SHALL BE APPROVED BY THE ELEC DEPT.
5. INFORMATION ON THIS DRAWING IS SUBJECT TO CHANGE.
6. CONDUIT SHALL BE RIGID STEEL UNLESS OTHERWISE APPROVED BY THE ELEC DEPT.
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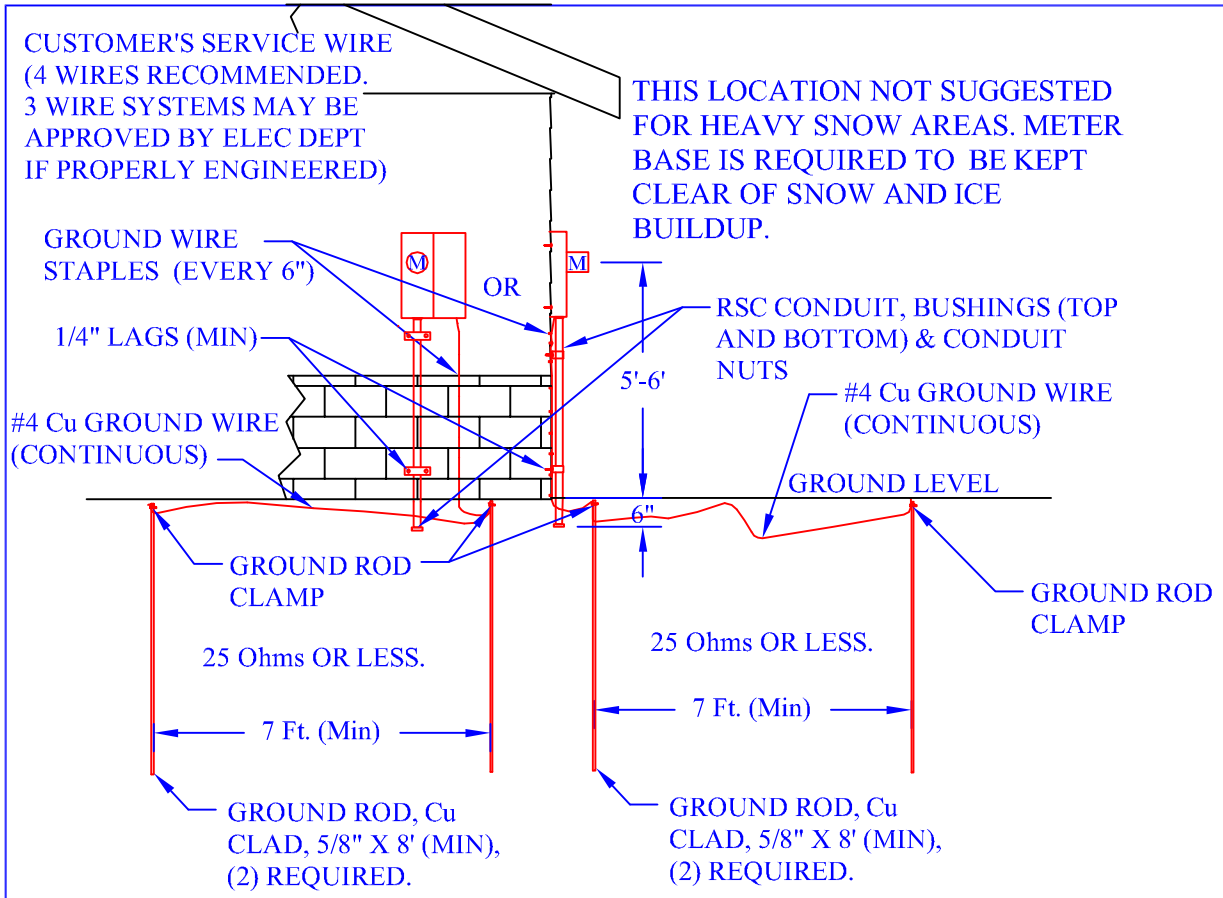
10. SCREWS AND LAGS USED SHALL BE APPROPRIATE FOR THE MATERIALS JOINED.
11. THE GROUNDING SYSTEM IS REQUIRED TO HAVE 25 OHMS OR LESS RESISTANCE
12. VARIATION FROM THIS STANDARD MUST BE APPROVED IN WRITING BY THE ELEC DEPT.

TITLE

# Overhead: Meter Mounted On A Post

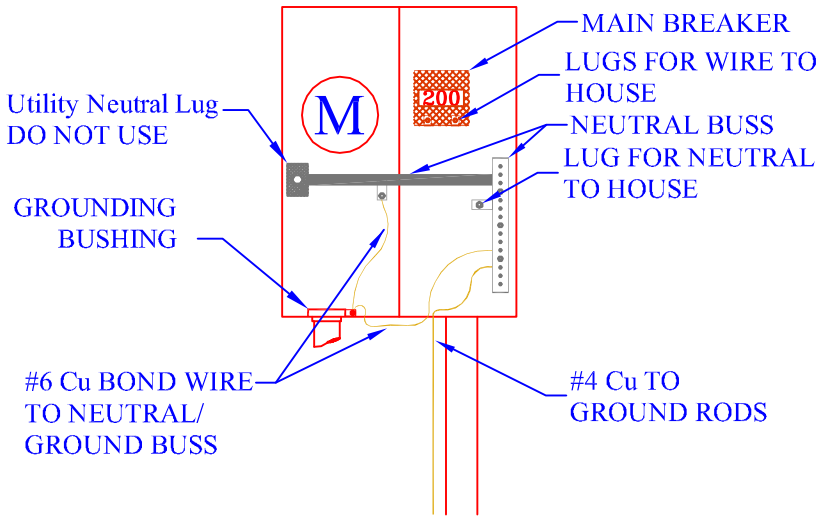
| DATE | By | Dwg. |
|---|---|---|
| 06/25/15 | V. Willet | OHOP.dwg |




| SERVICE ENTRANCE | | |
|---|---|---|
| WIRE SIZE | CONDUIT | GROUND |
| #2/0 Cu or 4/0 Alum | 2" I.D. | #4 Cu |

NOTE: The neutral wire may be one size smaller but it shall be marked on both ends with white electrical tape or mfg stripe.

## Bond/Ground Detail

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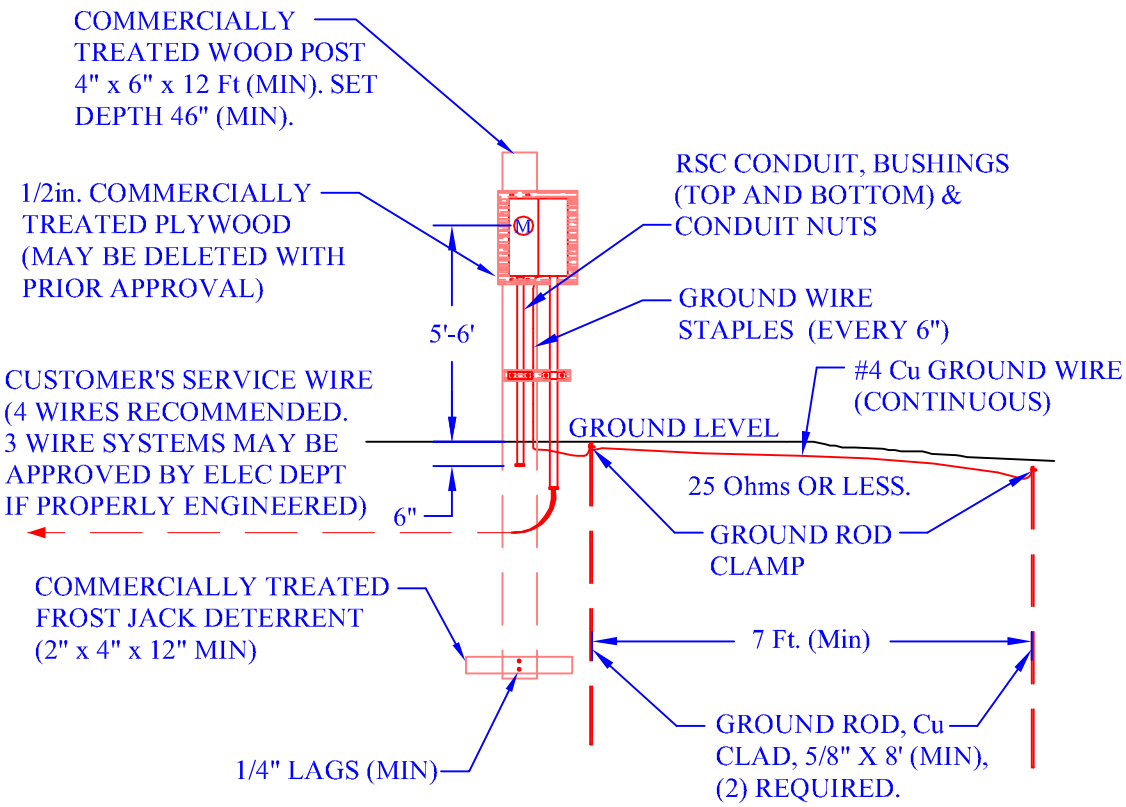
| DATE | By | Dwg. |
|---|---|---|
| 06/25/15 | V. Willet | UGOH.dwg |

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|---|---|---|
| WIRE SIZE | CONDUIT | GROUND |
| #2/0 Cu or 4/0 Alum | 2" I.D. | #4 Cu |

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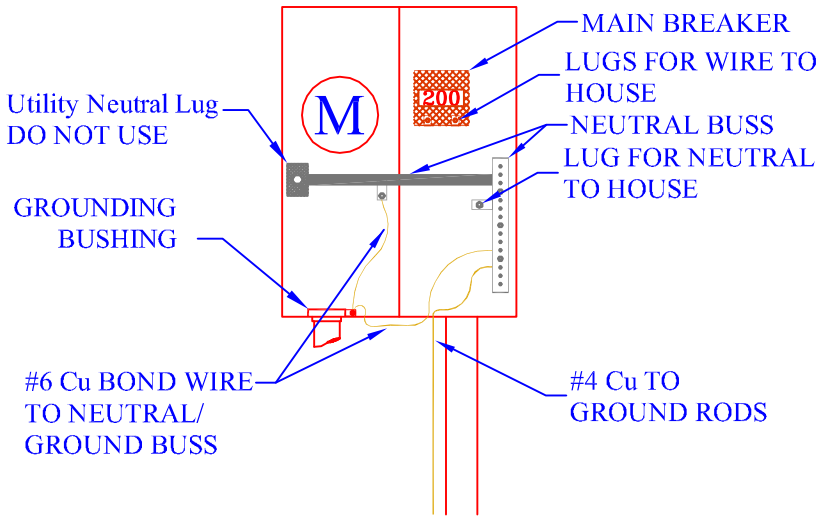


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| DATE | By | Dwg. |
|---|---|---|
| 06/25/15 | V. Willet | UGOP.dwg |

# *Electric Rates & Charges 2025*

*As of January 15, 2025 via Res 2025-xxx*

## ELECTRIC RATES & CHARGES
## RATES FOR ELECTRICAL POWER BY CLASS OF SERVICE

| Class of Service | Seward Utility Charge /kWh | Demand Charge /kWh ** | Customer Charge | Cost of Power Adjustment (COPA) |
|---|---|---|---|---|
| Residential<br>Summer *<br>Winter | Base Rate<br>$0.1817<br>$0.1251 | <br>N/A<br>N/A | $22.10 | Monthly cost adjustment passed directly to Seward by Chugach Electric Association (CEA), based upon CEA's cost of power |
| Small General Service (less than 25 kW)<br>Summer *<br>Winter | Base Rate<br>$0.1869<br>$0.1327 | <br>N/A<br>N/A | $42.22 | See explanation above |
| Large General Service | $0.1361 (1" 200kWh/kW)<br>$0.0864 (Additional kWh) | $26.93 | $44.23 | See explanation above |
| Industrial | $0.1037 | $30.00 | $100.00 | See explanation above |
| Yard Lights | N/A | N/A | $9.94 (175 watts)<br>$14.75 (250 watts)<br>$28.09 (400 watts)<br>$70.21 (1000 watts)<br>LED equivalent is ½ of cost | $10.23 (175 watts)<br>$15.19 (250 watts)<br>$28.92(400 watts)<br>$72.29 (1000 wats) |
| Metered Street Lights | $0.2064 | N/A | $44.23 | N/A |
| | | | | |

Cost of Power Adjustment (COPA) is based on the cost of energy and demand from Chugach Electric Association (CEA) and will change when there is an adjustment to CEA rates charged to the City of Seward.

* Summer is defined to mean the period from April 15 through October 15, with Winter defined as the remainder of the year.

** Demand Charges will be based on the maximum demand recorded over a 15-minute period.

The Large General Service rate will be applicable to all services with a demand of 25 kilowatts or greater for three or more consecutive months during a year.

A Small General Service customer may elect to be billed under the Large General Service schedule. However, the election to change the billing rate from one customer group to another may not be made more often than once every 12 months.

The Industrial rate will be applicable to all services with energy usage equal to or greater than 1 million kWh/year.

Definitions and Miscellaneous Charges

***System Delivery Charge:*** A System Delivery Charge (SDC) of $28.75 will be applied to any service that uses less than 150 kWh/month, whether or not electric service is used. This replaces the Seward Utility energy charge and the Cost of Power Adjustment and is subject to proration. SDC under this schedule is an addition to the customer charge and is based on a monthly usage of 150 kWh times the energy rate and the COPA. Absent an active customer, the registered property owner will be billed this monthly minimum charge.

***Cost of Power Adjustment (COPA)****:* The Cost of Power adjustment charge from the Power Provider is a direct pass-through of the monthly total Power bill, including fuel costs, energy charges, customer charges, demand charges, and other miscellaneous adjustments, prorated according to the number of kilowatt hours the Seward Electrical Utility customers consumed during the billing period. The monthly rate for COPA may be modified as frequently as monthly, or through the use of a balancing account intended to reduce rate fluctuations.

***Seward*** *Fuel* ***Adjustment:*** The Seward Fuel Adjustment cost may be included in the COPA in the event The City operates the standby generation plant, including fuel, labor, maintenance and repair when the cost exceeds the amount budgeted. The cost will be prorated according to the number of kWh the customers consumed during the billing period.

***VAR Change (Power Factor Adjustment):*** All schedules requiring demand metering will be subject to the following power factor adjustment provisions:

1. Demand-metered customer should attempt to maintain a unity power factor. If the power factor falls below ninety percent lagging, the customer will take corrective steps to return the power factor to ninety percent or higher. Also, the following charge for billed kilowatts will apply:

$$\text{Monthly Billing Demand} = \frac{\text{Maximum Demand x 90\%}}{\text{Actual Power Factor}}$$

2. All power factor adjustment equipment installed by the customer must be approved by the city. Power factor can be determined by permanently installed monitoring equipment or by periodic testing at reasonable intervals, at the discretion of the City.

***Standby Generation:*** The cost of operating the standby generation plant to meet a specific customer's need will be charged directly to that customer. Such cost will be the total cost of operating the plant, ***i****ncluding* fuel, labor, overtime, maintenance, repair and overhead, less the value of energy generated in excess of customer's need.

***Other Miscellaneous Fees and Charges:*** Fees and charges for existing facilities can be found on the following pages, as well as engineering service fees and charges for new facilities. Fees are listed according to service zones as follows:

| | |
|---|---|
| **ZONE 1** | **Inside City Limits (excluding the Boat Harbor)** |
| **ZONE II** | **City limits to Mile 12 Seward Highway, and all roads connecting to the highway within this area** |
| **ZONE III** | **Mile 12 to Lawing** |

***APUC Regulatory Cost Charge:*** A special surcharge of $0.000626/kWh imposed on electrical utilities by the Regulatory Commission of Alaska (RCA) in response to the state's intent to assess user fees to support activities of the RCA and departments. This charge was recommended by the RCA as a pass-through charge to retail utilities customers.

***Alternative Power Rebate:*** Calculated by subtracting kWh generated by an alternative power source from the kWh supplied to the customer from the City of Seward during the billing cycle. The difference is multiplied by the City's utility/energy charge and the Cost of Power Adjustment (COPA), which are itemized and shown on the bill.

***Alternative Power Excess Credit:*** If a customer's alternative power source generates more kWh than supplied from the City of Seward during the billing cycle, the difference is credited to the customer's account at the non-firm avoided cost rate (dollars per kilowatt-hour) of the City's Electric Department. The non-firm avoided cost rate for Seward is defined as those expenses equal to the variable cost per kilowatt-hour for purchased power during the billing cycle—adjusted upward by X percent* to account for line losses. Credits are not provided for capacity.

The variable cost of purchased power for Seward is equal to the sum of the base energy rate (BER) and the purchased power & fuel (PP&F) cost as set by Seward's wholesale power supplier.

*Electric Reliability Organization (ERO) Charge:* This charge supports the state mandated R**ailbelt Reliability** Council (RRC) which was approved as the Electric Reliability Organization (ERO) by the Regulatory Commission of Alaska in September of 2022. The City Seward is subject to this charge through state statute. The primary mission of the RRC is to ensure grid reliability by develop**ing and enforcing technically** sound reliability standards, reducing long-term costs through grid-wide resource planning, **and designing consistent** interconnection protocols for grid users. The ERO Surcharge is based on **monthly kWh usage**.

*The percentage used for line losses will be updated annually based on the previous year's line loss rate and rounded to the nearest half percentage point

## EXISTING FACILITIES

## SCHEDULE OF FEES AND CHARGES

| Service | Zone I | Zone II | Zone III |
|---|---|---|---|
| Meter testing<br>Per test, when results determined meter is accurate | $77.99 | $109.20 | $140.37 |
| Reconnection to approved existing meter installation | $31.20 | $39.00 | $46.81 |
| Reconnection to approved existing meter installation outside regular business hours | $218.39 | $265.14 | $311.95 |
| New connection fee | $227.69 | $227.69 | $227.69 |
| Minimum deposit - Residential account | $125.14 | $125.14 | $125.14 |
| Minimum deposit - Commercial or Industrial account | $250.29 | $250.29 | $250.29 |
| Deposit - Interruptible, Off-peak account | The larger of twice the estimated bill or $250.29 | The larger of twice the estimated bill or $250.29 | The larger of twice the estimated bill or $250.29 |
| Tampering with or unauthorized breaking of meter seal | $758.88 | $758.88 | $758.88 |
| Per annum interest on delinquent account | 10.5% | 10.5% | 10.5% |
| Door hanger fee | $36.14 | $36.14 | $36.14 |
| Monthly late fee on delinquent account | $6.52 | $6.52 | $6.52 |
| Dishonored check fee | $40.76 | $40.76 | $40.76 |
| Seasonal turn-on or seasonal turn-off fee<br>(excludes brand new service; includes new account name or same account name; waived if < 2 months between turn-off and turn-on) | $161.13 each | $161.13 each | $177.27 each |
| Reconnection during regular business hours following disconnection of delinquent account | $59.02 | $73.81 | $88.58 |
| Reconnection outside regular business hours following disconnection of delinquent account | $206.68 | $250.93 | $296.31 |
| Transmission rate | $7.90/kW per month | $7.90/kW per month | $7.90/kW per month |

## NEW FACILITIES
## ENGINEERING SERVICES

## SCHEDULE OF FEES AND CHARGES

| Service | Zone I | Zone II | Zone III |
|---|---|---|---|
| Temporary secondary service | $75.89 | $91.08 | $106.25 |
| Primary overhead extensions - Residential | $75.89 | $91.08 | $106.25 |
| Primary underground extensions - Residential | $75.89 | $91.08 | $106.25 |
| Secondary service | $75.89 | $91.08 | $106.25 |
| Primary overhead extensions - Subdivision, Mobile Home Park, Multi-Residence | $151.77 | $182.19 | $212.51 |
| Primary overhead extensions - Commercial, Industrial | $303.56 | $364.27 | $394.63 |
| Primary underground extensions - Commercial, Industrial | $303.56 | $364.27 | $394.63 |
| Modifications of existing facilities | $151.77 | $182.19 | $212.51 |
| Street lighting systems & Yard lights | $75.89 | $91.08 | $106.25 |

NOTE: The Zone Fee or Charge is non-refundable until the service is connected. If the service is constructed and connected, the charge will be adjusted to the actual cost of engineering services.