



# CITY OF ELLENSBURG

## Energy Services Department

501 North Anderson Street; Ellensburg, WA 98926

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## Memorandum

**Date:** August 9, 2017

**To:** Dusty Pilkington, Kittitas County Community Development Services

**From:** Julie Coppock, Light Engineering Specialist *JW*

**Thru:** Paul Meyer, Senior Electrical Engineer *PM*

**Re:** PD-16-00001 and LP-17-00004 Comments

The following are the Energy Services Light Department comments for the proposed long plat, Commons at Dry Creek.

The applicant can view the City of Ellensburg's Energy Services Electrical Specifications on the City's website for more information.

### **Electric:**

The City of Ellensburg has existing underground facilities in the form of empty conduits from the south side of the proposed development and two parcels away on the Dry Creek side. These empty conduits were installed as part of the Currier Creek project and would need to be extended into and throughout the proposed development along with electric facilities in order to provide service and a loop feed. The conduit along Dry Creek Road would need to cross two parcels in order to reach this property. On Outside Utility Agreement would need to be entered into in order for the City to provide utilities to this project since it is outside City of Ellensburg limits and inside the Urban Growth Area (UGA).

Please see the following pages regarding the requirements for extending electric facilities for this development.

CITY OF ELLENSBURG  
ENERGY SERVICES – ELECTRIC DIVISION  
501 N. ANDERSON ST  
ELLENSBURG, WA 98926  
TEL: (509) 962-7124

This information summarizes the requirements to provide electrical utility equipment in the City of Ellensburg and Urban Growth Area.

Developer will be required to provide electrical facilities to all resulting lots in the proposed development according to the following specifications and provide easement for those facilities that will be used to serve the development. For multi-family dwelling developments, the scope of design will cover all the electrical facilities up to the meter locations on or near the building(s) within the development. If this plat is not annexed into the City, we will need City Council approval to provide electrical service to the plat and we will require a signed agreement with the developer to establish the future terms of monthly billing to the City Light division for street light operation, maintenance, and daily street light energy usage payment prior to construction.

A completed Residential Plat Application will help facilitate us getting an electric system designed for this plat and tell us more about the homes proposed to be built and whether they will have electric or gas heat, among other things.

## **DESIGN**

The City of Ellensburg will furnish the electrical design for your development within the City of Ellensburg service area.

To facilitate the design process, Developer must furnish the following information to Energy Services:

- Plans showing existing conditions, with proposed development "grayed-out".
- "Cut-and-Fill" plan showing any proposed changes in finished grade.
- All proposed loads should be provided. (Include irrigation pumps).

The above should be provided in digital format, preferably in AutoCAD2010 or later version.

For apartment complexes, or multifamily dwellings, you will also need to include:

- Proposed building locations
- All proposed meter locations.
- Service application including proposed electrical loads and panel size.

Contact City of Ellensburg, Energy Services Department for the following specifications you will need for your project. Some of these will be included with your application for electrical service.

1. A standard trench profile, outlining the depths & separations between utilities.
2. Permanent electrical meter specifications if applicable.
3. Temporary power for construction - meter specifications, if applicable.
4. Vault pit dimensions for electrical vaults.

Contact City of Ellensburg, Public Works Department for all specifications for street lights you are required to furnish and install. Public Works will also determine the number, location, and type of street lights you will be required to install.

Communications facilities will typically follow the electrical design layout, and will most likely be installed jointly in the same trench with electrical.

A complete drawing set showing plans for electrical layout will be e-mailed to your engineering consultant, for inclusion in the bid packages. These will be in the latest version of AutoCAD. If necessary, we can e-mail an earlier version or mail hard copies.

Following this electrical design work, the design, inspection, and installation costs will be invoiced to the developer per City Code. For developments, the scope of the design will include facilities in the proposed City right-of-way in order to serve each proposed lot. For multi-family dwelling developments, the scope of design will cover all the electrical facilities up to the meter locations on the building(s) within the development.

After the City of Ellensburg receives payment for the invoiced amount, Energy Services will consider the project active, and will order all materials required for the project. (except vault, conduit & street lighting materials, which must be furnished by the developer).