



## Electric URD Permanent Project Checklist

Date: \_\_\_\_\_  
Project Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Premise #: \_\_\_\_\_  
Work Request #: \_\_\_\_\_

### ☐ Initial Scope/Requirements

- ☐ Contact Construction Hotline to initiate project (1.866.992.6619)
- ☐ Submit site plan in Auto CAD 2008 format
- ☐ Submit completed load sheet
- ☐ Submit electrical one-line diagram
- ☐ Special Municipal requirements
  - ☐ Underground ordinance
  - ☐ Other \_\_\_\_\_
- ☐ Other \_\_\_\_\_

### ☐ Design Requirements

- ☐ Meter location established and acceptable to Ameren Missouri
- ☐ Transformer location established and acceptable to Ameren Missouri
- ☐ Ameren Missouri review and approval of customer generator transfer switch
- ☐ Service conduit sized
  - ☐ 2 ½" residential
  - ☐ 3" residential
- ☐ Ameren Missouri construction drawing approved
- ☐ Easement required and executed
  - ☐ Onsite
  - ☐ Offsite
- ☐ Permits for Ameren Missouri to obtain
  - ☐ MoDOT Roadway
  - ☐ County Roadway
  - ☐ Municipal Roadway
  - ☐ FAA
  - ☐ Corps of Engineers
  - ☐ Railroad
  - ☐ Other \_\_\_\_\_
- ☐ Line extension guarantee executed and returned
- ☐ Charges approved and remittance made if "pay in advance"
- ☐ Ameren Missouri credit approval
- ☐ Copy of Record Plat submitted
- ☐ Other \_\_\_\_\_

### ☐ Construction Requirements

- ☐ Tree trimming
  - ☐ Customer responsibility
  - ☐ Ameren Missouri responsibility

- ☐ Site graded
  - ☐ Rough (6" to final)
  - ☐ Final (to grade)
- ☐ Electric Underground Service
  - ☐ Correct type & size meter base installed
    - ☐ Meter base is installed on side of house nearest pedestal, transformer, or pole
    - ☐ Meter base shall not be installed on back of house
  - ☐ Meter base properly installed
    - ☐ Securely fastened to wall
    - ☐ Located within 10" of nearest corner
    - ☐ 3' to 5'6" above finished grade
  - ☐ Unobstructed work space left in front of meter base - minimum 30" wide x 42" deep x 6'6" high
  - ☐ 1/2" x 8' copper ground rod and ground wire installed
  - ☐ Customer main disconnect panel cover must be installed or building secured
  - ☐ Service conduit system
    - ☐ Installed per Ameren Missouri specifications
    - ☐ Correct conduit for size and length of service installed
    - ☐ Expansion coupling installed in fully closed position in the left meter base knockout
    - ☐ Maximum of 3 - 24" minimum radius bends - only 1 - 24" minimum radius bend allowed in addition to the bends installed at the transformer, pedestal, pole, and/or meter base
    - ☐ Conduit installed minimum 24" deep
  - ☐ Service cables
    - ☐ Residential – Ameren Missouri provides and installs service cables
    - ☐ Non-Residential – Customer provides and installs service cables
  - ☐ Customer inside wiring completed and approved by local inspection authority
  - ☐ Main breaker in the off position
  - ☐ All material installed per Ameren Missouri Electric Service manual
  - ☐ Other \_\_\_\_\_
- ☐ CT's and wire pack obtained from Ameren Missouri
- ☐ Customer installed primary/secondary conduit system
  - ☐ Installed per Ameren Missouri specifications
  - ☐ Pull string installed
  - ☐ Primary – 36" minimum cover
  - ☐ Secondary – 24" to 36" minimum cover
  - ☐ Ameren Missouri's inspection of conduit system
- ☐ Transformer pad site ready
- ☐ Job surveyed and staked
  - ☐ Right of way
  - ☐ Easements
  - ☐ Other \_\_\_\_\_
- ☐ Meter base and service conduit inspected by local inspection authority and Ameren Missouri notified
- ☐ Meter bases marked with address labels
- ☐ Truck accessible and proposed route of electric must be clear of construction material, debris and spoil
- ☐ Ameren Missouri obtains "Dig Rite" locates
- ☐ Customer locates customer-owned underground facilities
- ☐ Other \_\_\_\_\_

☐ **Reservation Date**

- ☐ Upon completion of the above job requirements, Ameren Missouri will establish project construction schedule