

Electrical Meter Base Permit Submittal

Definition: ***Electrical Meter Base:*** an enclosure that houses the electrical meter and its components, designed to provide protection from the elements, keeping wires and electrical connections dry.

Please submit the following documentation thru our [online permitting portal](#) to apply for an electrical meter base:

Required Submittal Documents:

ENERGOV SUBMITTAL TYPE: ELECTRICAL

1. Site Plan (Survey).

- Location of the proposed meter base
The site plan must be clear enough to locate the area in which the meter base is to be installed.

2. Construction Plan.

The plan shall show details of all components to be installed, including:

- Panel boards (include panel details and panel board schedule)
- Grounding (indicate methods of grounding and size of grounding electrode conductor)
- Disconnecting means
- Conduit and conductor sizes
- Any support framework to be installed

Specific Requirements:

Reference Documents (as applicable):

- 2023 National Electrical Code & Local Amendments