



Guide to Modifying an Existing Electrical Service

Fees

- Commercial Electrical Service Upgrade **\$ 175.00**
- Residential Electrical Service Upgrade **\$ 75.00**
- New Electrical Meter **\$ 40.00**
- After hours inspection (3 hour minimum fee) **\$ 225.00** (\$ 75.00 for each additional hour)

Application Requirements

- Completion of an electrical permit application (upgrading, or repairing electrical service)

Scheduling Inspections

- Once an electrical permit has been obtained from the Building Department, you are to contact the Westerville Electric Division at 614.901.6700 (48 hours in advance) to schedule a time for the electric division personnel to disconnect power to the structure. Note: this should be scheduled for an early morning in order to have an afternoon electrical inspection (no later than 3:30 pm).
- After a date has been set with the Electric Division to disconnect the service, contact the Building Department at 614.901.6650 to schedule an afternoon electrical inspection, so that once the electrical repairs have been approved, the electric division can re-energize the power to the structure and install a new seal.
- If your work affects any high voltage (above 600 volts) apparatus, you must contact the Westerville Electric Division at least (5) working days prior to starting your high voltage work to coordinate your plans.

Emergency Repair

- If an emergency modification had to be made after hours or on a weekend due to severe weather, tree damage, or other accidental damage, then an application for approval shall be submitted the next working business day to the building official.

Have Questions or Need Help?

- If you have any questions, please contact Electrical Safety Inspector Mike Neff at 614.901.6654, or Electrical Safety Inspector Joe Nimon at 614.901.6653 in the Planning & Development Office.