



# APPLICATION FOR SERVICE BULLETIN



April 2011

## Construction Consultant Dedicated to Serving Contractors and Customers

Construction Consultant Mike Richie is committed to helping contractors, customers and municipal electrical inspectors troubleshoot issues related to the installation of electric service – and other energy-related topics. He is also charged with building and managing the relationships with Wisconsin Public Service trade allies who serve our residential and commercial customers.

Mike has more than 30 years of experience working with trade allies and WPS's residential and commercial customers. "My position encourages communication between WPS and our trade allies, allowing us to constantly improve upon the critical building processes that we impact," Mike says.

Mike can answer questions about new service applications, job progress, site readiness, extension rules, codes and electrical inspections, safety, the inactive gas service program and energy efficiency.

Please contact Mike Richie with any questions or concerns.

### Mike Richie

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## \$400 Rebate Available

### For Inactive Gas Services Over 6 Years

*If you are working with a property owner that had a natural gas line installed, but is not currently connected to natural gas, please take note.*



Wisconsin Public Service is once again pleased to be able to offer a \$400 cash rebate to property owners with a gas service that has been inactive for more than six years, and who convert their central heating unit and/or water heater to natural gas prior to December 31, 2011.

Year after year, natural gas has proven itself the most versatile and cost-effective fuel source available. And, when you consider the \$400 rebate, property owners can recover their conversion investment in as little as one to two years.

In addition, cash rebates may be available from Focus on Energy. Customers can find out more about Focus on Energy offerings by visiting their website at [focusonenergy.com](http://focusonenergy.com) or by calling 800-762-7077. If you have any questions about this offer, please contact Mike Richie, WPS Construction Consultant, at 800-360-7480.

## WPS Website Offers Enhancements

Wisconsin Public Service recently enhanced its website to make it easier and more efficient for customers to navigate the New Service Application process.

Go to [wisconsinpublicservice.com](http://wisconsinpublicservice.com), select the "Start or Stop Service" button and select the new construction and upgrades option to find links and information about applications, scheduling and the installation requirement process.

WPS encourages you to notify us of any job-progress updates, delays or cancellations to ensure a smooth and timely installation. It is important that you keep us informed.

## E-Builder: Online Application for Service

Wisconsin Public Service has just the ticket for builders who depend on computers as a tool to manage multiple jobs. WPS makes it easy with our Online Application for Service.

This customized online application is preloaded with your business information, including what electricians and HVAC contractors you use on a daily basis when completing applications for service. You choose your contractors, and with a click of the mouse their contact information is imported into the application.

Whenever you complete an application online, you will receive a confirmation that WPS has received it, and you

can begin tracking the progress of multiple jobs online. Builders can also complete the "Site Ready" date when your site is ready for installation of electric and gas facilities. You will be able to see when WPS receives your electrical inspection from an inspector.

Go to [wisconsinpublicservice.com](http://wisconsinpublicservice.com) to find out more. From the home page, select "Builder and Developers." Then, select "Builder's Request for New Service" to request access to this customized information. Once WPS receives your request, a construction consultant will contact you to answer questions and set up your ID and password.

Wisconsin Public Service New Service Installation Team  
P.O. Box 19001 • Green Bay, WI 54307-9001 • Fax: 866-430-6021  
Telephone: 800-242-9772  
Monday through Friday 7 a.m. to 5 p.m.  
E-mail: [newserviceinstallation@wisconsinpublicservice.com](mailto:newserviceinstallation@wisconsinpublicservice.com)  
Web site: [www.wisconsinpublicservice.com](http://www.wisconsinpublicservice.com)

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Wisconsin Public Service Corporation  
New Service Installation Team  
700 N. Adams Street – P.O. Box 19001  
Green Bay, WI 54307-9001

PRSRT STD  
U.S. POSTAGE  
**PAID**  
Green Bay, WI  
Permit No. 145

Change Service Requested

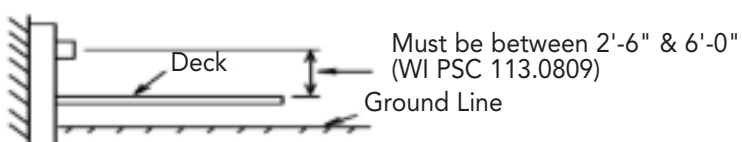
## Avoid Building Decks Around Electric Meters

Wisconsin Public Service stays clear of decks when installing a new underground or overhead service. In turn, WPS reminds customers to avoid building decks over the top of or around electric meters.

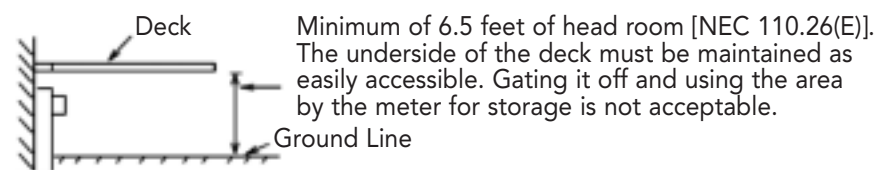
The best way to make sure you're following building codes is to work with a contractor when making any additions or modifications to your home. A contractor will be well versed in building codes, which can save you time and money.

If an issue does arise, though, here are five ways WPS customers can correct a code problem:

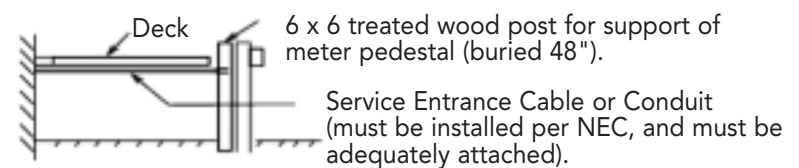
**Option 1:** A pedestal extension can be installed to raise the meter base from 2'-6" to 6' above the deck floor:



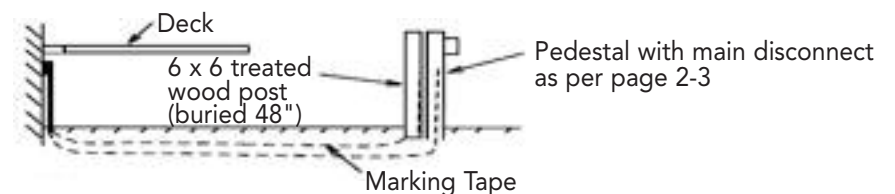
**Option 2:** Create minimum of 6'-6" of head room from grade to bottom of floor joist of deck.



**Option 3:** Extend meter pedestal beyond edge of deck.



**Option 4:** Extend pedestal with main disconnect.



**Option 5:** Move the meter pedestal to an area on the house away from the deck.

## Do You Know Your Inspectors?

Wisconsin Public Service wants you to know who your electrical inspector is. While WPS maintains an internal account of electrical inspectors in our service area, it's difficult to keep a daily record of changes in each municipality in our service territory. Therefore, WPS will no longer give out this information.

Contractors and customers will now be responsible for knowing who their electrical inspector is, based on which municipality they live in. For Wisconsin residents, to learn more go to the Department of Commerce website at <http://commerce.wi.gov/sb/docs/SB-UDCMuniStatus.pdf>.

## Clearances to Gas Meters

Wisconsin Public Service wants to remind builders and HVAC contractors to be aware of specific clearances when installing central air conditioners and other types of venting near gas meters.

Please review clearances at [wisconsinpublicservice.com](http://wisconsinpublicservice.com). On the home page, select "Builders and Developers." Then, select "Gas and Electric Service Manual for Wisconsin and Michigan" and refer to files 4-1 for Clearances to Gas Meters.