



Department of Planning

GUIDANCE NOTE

GN0016 - May 2020

EMERGENCY AND URGENT REPAIR WORK PROCEDURES FOR INSPECTION AND RECONNECTION

Purpose

The Department of Planning in an initiative to improve customer service has developed this Informational Bulletin to provide guidelines to aid the applicant with emergency and urgent repair work procedures for inspection and reconnection.

Scope

The information is intended as a guide in facilitating application requests for an emergency, or urgent repair. Additional requirements may be deemed necessary based on site conditions.

Electricity Regulations (2011 Revisions), regulation 42,

In any case of emergency due to a breakdown or other accident, a person licensed to do electrical wiring work may, without first obtaining a permit, begin any work necessary to repair or make safe the installation provided, the licensed workman who begins any such work notify the Inspectorate within forty-eight hours after such work begins.

NOTE: This provision permits remedial works to commence however, a permit application and inspection still apply.

Emergency Repair Works; means emergencies due to a breakdown or other accident conditions that have resulted in a power outage. Emergency breakdown may include;

- Burnt-out equipment, wiring, fixtures, or devices.
- Damage service or feeder.

Urgent Repair; means conditions that are likely to pose imminent life and safety hazard. Such conditions may include but not limited to;

- Excessive corrosion at wire terminations,
- Overheating equipment or components,
- Replacement of damaged or deteriorated service or feeder components i.e. panel, meter, riser, overcurrent protection, and wiring.

Application

The following provisions apply when applying for Emergency and Urgent Repairs.

1. A licensed electrical contractor shall evaluate the installation and create an electrical permit application through the Department of Planning Online System (OPS) www.planning.gov.ky.
2. The application shall include a description and/or other details which clearly outline the proposed scope of electrical works and, have attached at least two good quality resolution photos that show the following;
 - The front elevation of the building where works are proposed and,
 - The components and/or equipment being repaired or replaced.

In addition to an electrical permit fee, inspections request outside of the normal business hours will incur an out-of-hours fee.

Inspection

1. On successful submission of an application an inspector will be assigned the application.
2. The inspector will contact the electrical contractor to coordinate same-day inspection and/or request additional information if necessary.
3. An inspection will be conducted and upon approval the electrical inspector will tag the utility meter enclosure authorizing its reconnection and submit the authorization to the electric utility for reconnection processing.

The electrical contractor shall be responsible for arranging the disconnection of service, if required, with the electric utility.

NOTES:

- a. The electrical contractor may be required to provide electrical drawings detailing the work to be done and, load calculation(s) of either the service or feeder.
- b. Additional inspections or provisions may apply if code deficiencies are identified during an emergency or urgent repair inspection.
- c. These Emergency repair and Urgent Repair procedures are intended for installations where like components are being replaced or repaired (i.e. Items such as service upgrade or relocation do not fall within the scope of these provisions).
- d. These provisions do not apply to premises electrical altered or being used contrary to regulations. Premises determined to be used or altered contrary to regulations will not be authorized for repairs or reconnection through this process and are therefore subject to the normal permitting and approval process.

For additional information, please email the Department of Planning at info@planning.gov.ky or call (345) 244-6501 or visit our website at www.planning.ky.