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[www.jamestownbpu.com](http://www.jamestownbpu.com)

**ELECTRIC  
DISTRICT HEAT  
WATER  
WASTEWATER  
SOLID WASTE**

## **ELECTRIC SERVICE - RESIDENTIAL**

### ***Steps for New Electric Service or Upgrade to Existing Residential Electric Service***

1. **Fill out an application** for Residential Service - New/Upgrade Electric Service.
2. **Service Spot** - Once the BPU receives the completed application, a Jamestown Board of Public Utilities' Staff Member will spot the area and determine where the service will be connected to your home. For all new and upgraded services, the meter will be located on the outside of the structure. They will be fed from the street side if feasible.
3. **Permit** – The BPU will issue a permit to the listed contractor<sup>1</sup>, which will include the meter spot location. The permit must be presented to the Electrical Inspector in order for the inspection to be completed.
4. **Electrical Inspection** - Once the wiring is complete, an inspection must be performed by an electrical inspector certified by the local municipality\*. Your contractor must make arrangements for the electrical inspection to be performed.
5. **Certificate of Electrical Inspection** - A Certificate of Electrical Inspection will be sent directly to the BPU by the approved electrical inspector after the inspection is complete and has passed.
6. **Energize New Service** – Upon receipt of the approved electrical inspection, the BPU will schedule a service truck to energize the new service. Residential connections will be completed within 5 business days.

**Temporary Services** – If you are interested in a temporary service hookup, please fill out an application for New Electric Service or Upgrade to Existing Electric Service and check the Temporary Service box. A **minimum \$150.00 fee** is required *prior* to service being energized. Additional charges may apply.

**Access to Meters and Meter Maintenance** – Customer is responsible for providing clear access to metering equipment, upkeep of meter socket/metering cabinet (excluding utility revenue metering equipment), and protection from damage of all metering equipment.

**\*A list of Approved Inspectors can be obtained by contacting the Local Municipality:**

**City of Jamestown<sup>1</sup>:** Mike Gleason, Gleason Enterprises Electrical Inspections, PH:(716)338-7108

John Christopher Dean III, Dean Electrical Inspections, PH: (716)224-0700, [johncdean3@gmail.com](mailto:johncdean3@gmail.com)

**Town of Ellicott:** David Rowe, PH: (716) 665-5317 ext. 209, [Code@TownOfEllicott.com](mailto:Code@TownOfEllicott.com)

**Village of Falconer:** Code Enforcement Officer, PH: (716) 665-4400, [Code@villageoffalconer.com](mailto:Code@villageoffalconer.com)

**Village of Celoron:** Code Enforcement Officer, PH: (716)487-4175, [Celoron@netsync.net](mailto:Celoron@netsync.net)

*<sup>1</sup>A City Licensed Electrician is required by law for all electrical work within the City of Jamestown.*

**Please review Jamestown Board of Public Utilities "Wiring Rules & Requirements" for additional information**

***All temporary service connections must be reported to the Utility by calling (716) 661-1642 and will be required to have the inspection process completed within 3 working days. Any unreported or expired connection will be considered theft of service, disconnected immediately, subject to a reconnection fee, and reported to the governing municipality.***