

# CITY OF SHELBY FEES SCHEDULE



Adopted: Adopted June 3, 2024  
Effective: July 1, 2024

Prior Revisions:

April 15, 2024	Gas
March 18, 2024	Gas
July 1, 2023	Annual
July 1, 2022	Annual
November 15, 2021	Elec & Gas
August 16, 2021	Cust. Serv.
July 19, 2021	Water
July 1, 2021	Annual
March 1, 2021	Electric
February 1, 2021	Park Tour.
July 1, 2020	Annual
July 1, 2019	Annual
February 4, 2019	Hanna Park
July 1, 2018	Annual
July 1, 2017	Annual
March 21, 2017	Golf
November 1, 2016	Gas
October 1, 2016	Electric
July 1, 2016	Annual

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**Effective July 1, 2024**  
Replaces schedule effective 7/1/2020

**SHELBY-CLEVELAND COUNTY REGIONAL AIRPORT**

SERVICE

FEE

Fuel (Av-Gas 100LL and Jet-A with Prist)

Posted price in terminal is adjusted with market pricing

Aircraft Hangar Rental (50'x75' or 100'x100' Box Hangar)

Single Engine	Monthly	\$225.00
	Daily	\$25.00
Twin Engine	Monthly	\$325.00
	Daily	\$50.00
Turbine Engine (Less than 10,000 lbs.)	Monthly	\$550.00
	Daily	\$100.00
Turbine Engine (Greater than 10,000 lbs.)	Monthly	\$800.00
	Daily	\$125.00

Aircraft Hangar Rental (T-Hangar)

Single T-Hangar Unit (41'6" Door)	Monthly	\$275.00
	Daily	\$30.00
Single T-Hangar Unit (44'6" Door)	Monthly	\$300.00
	Daily	\$35.00
T-Hangar Storage (with Bay Door)	Monthly	\$250.00
T-Hangar Storage (without Bay Door)	Monthly	\$200.00

Aircraft Tie Down	Monthly	\$50.00
	Daily	\$10.00
Vehicle Parking Fees	Monthly	\$25.00
(Applies to approved automobiles left on airport premises)		
After Hours Call Out (1 hour minimum charge)		\$60.00/Hour
Ground Power Unit (GPU)		\$40.00/Hour

(GPU fee waived for 1-4 hours with a 100 gallon fuel purchase)

#### Conference Room Rental Rate

\$20.00 hourly up to 4 hours. After 4 hours \$100.00 per day.

(Use of catering area additional \$25.00 per day).

(Electronic Equipment Usage additional \$25.00 per day)



**Effective July 1, 2024**  
Replaces schedule effective 7/21/2022

**MISCELLANEOUS FEES**

Office of the City Clerk:

Special Event Application	\$30.00 per event
Public Records Requests – copies *	\$.25/page
Public Records Special Service Charges *	\$33.00/hour in excess of 4 hours
*Prepayment of fees is required if estimated costs will exceed \$100	

City of Shelby Police Department:

Copy of Police Accident Report	\$1.00 each
Fingerprint Card	\$5.00 per card
Taxi Cab Permits – per NC G.S. 160a-304	\$15.00 per annual permit



**Effective July 1, 2024**  
Replaces schedule effective 2/1/2021

## **PARK & RECREATION FEES**

### **Youth Athletic Programs User Fees**

<b>Sport</b>	<b>City/Other</b>
Basketball	\$30/\$55
Softball	\$30/\$55
Baseball	\$30/\$55
Football	\$50 (City only)
Cheerleading	\$30 (City only)
Tennis Lessons	\$25/\$40 (2 weeks)
City Park Youth Swim Team	\$30/\$55

### **Youth Athletic Admission Fees**

<b>Sport</b>	<b>Fee</b>
Football Games	\$5.00
Basketball Games	\$1.00
Baseball Tournament Games	\$7.00 Adult \$5.00 Student

### **Adult Athletic Program User Fees**

<b>Sport</b>	<b>City/Other</b>
Adult Softball and Basketball Team Entry Fee	50% of direct costs – (Officials, Scorekeepers, Timers, Admissions, supplies)

### **Aquatics Fees**

<b>Program/Use</b>	<b>City/Other</b>
Youth Daily	\$3.00 All
Adult Daily	\$5.00 All
Senior Daily	\$4.00 All
Youth Summer Pass	\$60/\$110
Adult Summer Pass	\$70/\$130
Senior Summer Pass	\$60/\$110

Family Summer Pass	\$150/\$300 (4 Maximum)
Group Lessons	\$25/\$35 (2 weeks)
One on One Lessons	\$35/\$45 (2 weeks)
Mom & Tots	\$35/\$45 (2 weeks)
Lap Swim	\$2.00/\$3.00

**Aerobics**

Land Aerobics	\$20/\$30 per month
Water Aerobics	\$3/\$4 per day

**Amusements**

Carrousel	\$1.00
Train	\$1.00

**Summer Day Camp**

Base Fee	\$100/\$130 Per Week
Holly Oak Summer Activity Program	\$30/\$45 Per Week

**Facility Rental Fees\*\***

City Park Gym (no admission charged)	\$30/\$45 per hour – 2 hr. minimum
City Park Gym (admission charged)	\$50/\$60 per hour – 2 hr. minimum
Holly Oak Gym (no admission charged)	\$30/\$45 per hour – 2 hr. minimum
Holly Oak Gym (admission charged)	\$50/\$60 per hour – 2 hr. minimum
City Pavilion	\$50 per hour – 2 hr. minimum
Aquatics Center	\$100/\$150 per hour – 2 hr. minimum
Aquatics Party Area	\$20/\$30 per hour – 2 hr. minimum
Aquatics Conference Room	\$20/\$30 per hour
Carrousel	\$60/\$75 per hour – 2 hr. minimum
Train	\$60/\$75 per hour – 2 hr. minimum
CP Meeting Room	\$20/\$30 per hour
Tennis Courts	\$10/\$20 per hour
Outdoor Volleyball	\$10/\$20 per hour
Thompson Garden	\$75/\$100 per day
Holly Oak Activity Center	\$100/\$125 per day
CP Scout Hut	\$75/\$100 per day
Civitan Picnic	\$40/\$60 per ½ day
Jaycee Picnic	\$40/\$60 per ½ day
Holly Oak Picnic	\$40/\$60 per ½ day
Optimist Park Picnic	\$30/\$50 per ½ day
Sports field (hour) – Non-tournament	\$25/\$40 per hour

Sports field (full day) – Non-tournament	\$150/\$200 per day
Sports field (weekend) – Non-tournament	\$300/\$400 Sat & Sun
Sports field Lights (hour) – Non-tournament	\$25/field per hour
Dogwood Shelter	\$40/\$60 per ½ day
Willow Oak Shelter	\$40/\$60 per ½ day
Cherry Shelter	\$40/\$60 per ½ day
Crepe Myrtle Shelter	\$40/\$60 per ½ day
Elm Shelter	\$40/\$60 per ½ day
Deer Track Shelter	\$40/\$60 per ½ day
Magnolia Pavilion	\$25/\$35 per hour – 3 minimum

\*\* Other fees including staff and security may be applicable depending on the type of event being held.

<b>Tournament Fees</b>	<b>Day 1</b>	<b>Day 2</b>
One Sports Field	\$200	\$150
Two Sports Fields	\$250	\$200
Three Sports Fields	\$375	\$300
Four Sports Fields	\$500	\$400
Five Sports Fields	\$625	\$500
Six Sports Fields	\$750	\$600
Seven Sports Fields	\$875	\$700

**Includes:**

Initial Field Preparation

Lights

One Staff person

**Additional Fees:**

Additional Field Preparation \$25/field

Additional Staff \$18/hour

Security \$25/hour

Hourly Rental \$25/hour

- 20 or more teams = 20% discount of Total Fee

**Cemetery Fees**

Lot

**City/Other**

\$1,250/\$2,500

**Golf**

**City/Other**

**Effective July 1, 2024**

Replaces prior fees effective 7/1/2022

Daily Fee Pricing:

Green Fee Weekdays – daily \$10/\$12



Green Fee Weekends & Holidays - daily	\$12/\$14
Cart Weekdays – 9 holes	\$5
Cart Weekdays – 18 holes	\$10
Cart Weekend & Holidays – 9 holes	\$5
Cart Weekend & Holidays – 18 holes	\$10

Annual Membership Fee Pricing:

Rounds:	<b>City/Other</b>
Unlimited Individual Annual Rounds	\$325/\$400
Unlimited Family (4 Maximum)	\$525/\$650

Lessons and Classes:

Adult/Youth Golf Lessons	\$25/\$30 hourly
Junior Golf	\$50 per 3-week session

**Membership Rewards include:**

- Play **FREE** on your birthday, includes cart (With Valid ID)
- 14-day advanced tee time reservations
- 1 Free 10-minute lesson included
- 10% discount on merchandise purchases\*
- Refer a friend to purchase a Full Membership and receive a **FREE** Round of Golf



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2019

## **PERMIT FEES**

### **New Construction Residential & Commercial Building Permits**

Cost of total construction at \$115 sq. ft. Commercial or \$85 sq. ft. Residential or the owner's valuation whichever is greater multiplied by 0.004 = the permit fee.

### **Solar Construction**

Permit fee is calculated as \$5 per every \$1,000.00 of project cost

Renovation Permit	\$100 Base Fee, plus \$.30/sq. ft.
Moving Permit	\$60.00
Demolition Permit	\$60.00
Manufactured Homes	\$300.00
Accessory Structures 400 sq. ft. or less	\$125.00
Accessory Structures 400 sq. ft. or greater	\$200.00
Swimming Pool	\$125.00
Electrical Permit	\$75.00
Plumbing Permit	\$75.00
Mechanical Permit	\$75.00
Insulation Permit	\$50.00
Re-inspection Fee	\$100.00
Min. Bldg. Permit Fee	\$100.00
Work started without permit	double the normal fee

Minimum Housing fees will consist of all costs accrued by the City of Shelby plus a 30 percent administration charge.

- The Building Inspector will determine building permit fees not listed
- All fees shall be rounded to the nearest dollar amount

Note: Permit fees are for blanket permits that include electrical, plumbing and mechanical.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2016

### PLANNING FEES

<u>PLANNING/ENGINEERING ACTIONS</u>	<u>FEE</u>
Minor Subdivision Review	\$125.00
Major Subdivision Review	\$300 + \$10/lot
Stormwater Review > 1 acre	\$250.00
Site Plan Review (commercial, apartments, duplexes, institutional, industrial) Does not include single-family residential or any subdivision of land (eg: minor, major, townhomes, condos)	
< 1.0 acre	\$100
1.0 to 20.0 acres	\$300
>20.0 acres	\$600
10%/70% Watershed Development	\$50.00
General Use Rezoning	\$750.00
Conditional District Rezoning	
< 2.0 acres	\$750.00
2.0 to 10.0 acres	\$1,000.00
> 10.0 acres	\$1,250.00
Conditional Use Permits (SUP2)	\$750.00
Special Use Permit (SUP1)	\$750.00
Zoning Verification Letter	\$50.00
Zoning Permit—Use By Right	\$60.00
Variances	\$750.00
Signs - 0-32 SF	\$25.00
All other signs	\$60.00
Annexation Requests	\$500.00
Street Closings	\$1,000.00
Curb Cut	\$5 per 12 foot section
Copies of the UDO	\$20.00
Sidewalk Café	\$50.00
Sidewalk Vendor	\$50.00

Right-Of-Way Encroachment Permit Application	\$50.00
Text amendment	\$750.00
Final subdivision plat review	\$10.00/lot for major subdivisions
Flood plain permit	\$100.00
Pre-submittal review	\$100.00

Nuisance Abatement fees will consist of all costs accrued by the City of Shelby including administrative time.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2015

**REGULATORY FEES**

NC G.S. 105-113.77:

Beer, Malt Beverages, Wines:

On-premises malt beverage	\$15.00
Off-premises malt beverage	\$ 5.00
On-premises unfortified wine, on-premises fortified wine, or both	\$15.00
Off-premises unfortified wine, on-premises fortified wine, or both	\$10.00

The tax for each additional license necessary for multiple locations of the same type issued for the same year is one hundred ten percent (110%) of the base license tax, that increase to apply progressively for each additional license. These licenses which cover the period of May 1 to April 30 renew annually. Penalties for failure to pay annual license fees are regulated in G.S.105-236.

NC G.S. 160A-178:

Peddlers and Other Itenerant Salespeople

On Foot	\$ 10.00
With Horse or Other Animal	\$ 15.00
With a Motor Vehicle	\$200.00
1. Vehicle over one-half ton	\$100.00
2. Vehicle one-half ton size or less	\$ 25.00
Fruit and Produce, per vehicle	\$ 12.50
Other types, per vehicle	\$ 25.00

NC G.S. 66-45, 407:

Dealer/Purchase of Precious Metals

Precious Metals Dealer Permit	\$180.00 + \$38 fingerprint/back-ground check
Certificate of Compliance for Employees	\$10.00
Special Occasion Permit	\$180.00
Dealer Permit Renewal Fee	\$180.00
Employee Certificate Renewal Fee	\$3.00

Issued by the Local Law Enforcement Agency (Shelby Police Department)



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**SOLID WASTE FEES**

<u>Service:</u>	<u>Monthly Fee:</u>
R-1x1 - One Cart Picked Up Once a Week	\$16.43
R-2x1 - Two Carts Picked Up Once a Week	\$29.48
R-3x1 - Three Carts Picked Up Once a Week	\$48.13
R-4x1 - Four Carts Picked Up Once a Week	\$66.47
R-2x2 - Two Carts Picked Up Twice a Week	\$68.70
R-3x2 - Three Carts Picked Up Twice a Week	\$104.29
R-4x2 - Four Carts Picked Up Twice a Week	\$144.13
R-4x3 - Four Carts Picked Up Three times a Week	\$265.27
Miscellaneous Charges:	
Replace 96-Gallon Rollout Can	\$82.92



**Effective July 1, 2024**

Replaces schedule effective April 15, 2024

**CUSTOMER SERVICE FEES**

SERVICE	8:00 AM TO 5:00 PM	WEEKEND, HOLIDAY & AFTER 5:00 PM
Application fee*	\$10.00	N/A
Service Call**	N/C	\$60.00
New Customer Service **	N/C	\$60.00
Returned Check	\$25.00	N/A
Non-Pay Collection Charge***	\$50.00	N/A
Non-Pay Reconnect **	N/C	\$60.00
Late Payment Fee	\$10.00	N/A
Remove or Lock Meter	\$40.00	N/A
Meter Interference (Per GS § 14-151)	Criminal or Civil Action, including felony or the greater of triple losses or \$5,000.00	
Damage to City-issued utility equipment/meters	Fee = Replacement cost of equipment	
Unauthorized Meter Access/Unsafe Meter Use	\$125.00 per occurrence	
Disconnect/Reconnect <b>ELECTRIC</b> Service at Riser	\$60.00	\$125.00
Disconnect/Reconnect <b>ELECTRIC</b> Service at Pole	\$60.00	\$125.00
Temporary <b>ELECTRIC</b> Service	N/C	N/A
First Meter Test	N/C	N/A
2nd Request Test (within 12 months)	\$40.00	N/A
First Utility Bill Reprint	N/C	N/A
2 <sup>nd</sup> Utility Bill Reprint (within 12 months)	\$1.00	N/A
Meter Test (if tampering is involved)	\$40.00	N/A
N/C = no charge    N/A = not available or applicable		Original schedule effective June 1, 2008

\*New Account Application fee appears on first months bill

\*\* Service calls to reconnect services will not be performed after 10 PM

\*\*\*The City will waive one (1) Collection Charge as a courtesy in a 24-month period.

\*\*\*\*The City will adjust fees for services provided by outside vendors as instructed by vendors.



**Effective July 1, 2024**  
Replaces fee effective 7/1/2012

**UTILITY DEPOSITS**

**WATER**

Residential	\$60.00
Commercial/Industrial	Two (2) months estimated bill - peak usage months

**SEWER**

Residential	\$60.00
Commercial/Industrial	Two (2) months estimated bill - peak usage months
Residential Sewer Only (no other utility services on account)	\$120.00
Commercial Sewer Only (no other utility services on account)	Two (2) months estimated bill - peak usage months

**ELECTRIC**

Residential	\$150.00
Commercial/Industrial	Two (2) months estimated bill – peak usage months

**GAS**

Residential	\$140.00
Small Commercial	\$140.00
Large Commercial/Industrial	Two (2) months estimated bill – peak usage months

If a social security number or federal tax ID number is not provided, the required deposit will be twice the scheduled amount.





**Schedule RESCTY**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**RESIDENTIAL WATER SERVICE (CITY)**

**AVAILABILITY**

Metered water service will be provided to consumers within the City limits of Shelby for residential use, where access to existing facilities is feasible.

**RATE**

Customer Charge Per Consumption Unit	\$16.06 per billing period
Volume Charge (per 1,000 gallons used per billing period)	\$2.76

The minimum bill is the Customer Charge.

**CONDITIONS**

New service generally requires a separate water meter to serve each dwelling, townhome, duplex, apartment complex, or other such residential consumption unit.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule RESRUR  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**RESIDENTIAL WATER SERVICE (RURAL)**

**AVAILABILITY**

Metered water service will be provided to consumers outside the City limits of Shelby for residential use, where access to existing facilities is feasible.

**RATE**

Customer Charge Per Consumption Unit	\$32.13 per billing period
Volume Charge (per 1,000 gallons used per billing period)	\$5.51

The minimum bill is the Customer Charge.

**CONDITIONS**

New service generally requires a separate water meter to serve each dwelling, townhome, duplex, apartment complex, or other such residential consumption unit.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule COMCTY  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**COMMERCIAL WATER SERVICE (CITY)**

**AVAILABILITY**

Metered water service will be provided to consumers within the City limits of Shelby for commercial use, where access to existing facilities is feasible.

**RATE**

Customer Charge Per Consumption Unit \$17.90 per billing period

Volume Charge

First 15,000 gallons (per 1,000 gallons used per billing period) \$2.76

All over 15,000 gallons (per 1,000 gallons used per billing period) \$2.22

The minimum bill is the Customer Charge.

**CONDITIONS**

New service generally requires a separate water meter to serve each store, shop, office, warehouse, storage building or other such commercial consumption unit.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule COMRUR  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**COMMERCIAL WATER SERVICE (RURAL)**

**AVAILABILITY**

Metered water service will be provided to consumers outside the City limits of Shelby for commercial use, where access to existing facilities is feasible.

**RATE**

Customer Charge Per Consumption Unit \$35.80 per billing period

Volume Charge

First 15,000 gallons (per 1,000 gallons used per billing period) \$5.51

All over 15,000 gallons (per 1,000 gallons used per billing period) \$4.65

The minimum bill is the Customer Charge.

**CONDITIONS**

New service generally requires a separate water meter to serve each store, shop, office, warehouse, storage building or other such commercial consumption unit.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule IRRCTY  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**IRRIGATION WATER SERVICE (CITY)**

**AVAILABILITY**

Metered water service will be provided to consumers within the City limits of Shelby for irrigation use, where access to existing facilities is feasible.

**RATE**

Volume Charge (per 1,000 gallons used per billing period) \$3.24

**CONDITIONS**

Irrigation Systems – Commercial and Residential

All irrigation systems installed where water is provided by the City of Shelby must be connected to a separate irrigation meter installed by the City of Shelby. The City of Shelby requires the installation of a backflow assembly prior to the initiation of water service. At a minimum and consistent with the North Carolina Administrative Code “Rules Governing Public Water Systems”, the City of Shelby will require the installation of Reduced Pressure Zone (RPZ) device for adequate water system protection. To inquire about fees and obtaining an irrigation meter, call (704) 484-6866.

Once installed, please contact Customer Services (704) 484-6866 for an inspection of backflow prevention assembly. Once the assembly has passed inspection, the meter will be activated by the City of Shelby Utilities.

An initial test of the Reduced Pressure Principle (RP) backflow assembly and annually thereafter, is required. The customer is responsible for this testing and shall be responsible for submission of the *Backflow Prevention Test and Maintenance Report* to the City within 30 days of testing. All testing must be conducted by a contractor licensed by the State of North Carolina for testing of backflow prevention assemblies. A list of approved testers is available at [www.cityofshelby.com/backflow](http://www.cityofshelby.com/backflow). Testing information shall be forwarded to:

City of Shelby Utilities - c/o Backflow Prevention  
824 W Grover St  
Shelby, NC 28150

For additional questions regarding the Backflow Prevention program and/or assembly please contact City of Shelby Utilities at [backflow@cityofshelby.com](mailto:backflow@cityofshelby.com).



**Schedule IRRRUR  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**IRRIGATION WATER SERVICE (RURAL)**

**AVAILABILITY**

Metered water service will be provided to consumers outside the City limits of Shelby for irrigation use, where access to existing facilities is feasible.

**RATE**

Volume Charge (per 1,000 gallons used per billing period) \$7.25

**CONDITIONS**

Irrigation Systems – Commercial and Residential

All irrigation systems installed where water is provided by the City of Shelby must be connected to a separate irrigation meter installed by the City of Shelby. The City of Shelby requires the installation of a backflow assembly prior to the initiation of water service. At a minimum and consistent with the North Carolina Administrative Code “Rules Governing Public Water Systems”, the City of Shelby will require the installation of Reduced Pressure Zone (RPZ) device for adequate water system protection. To inquire about fees and obtaining an irrigation meter, call (704) 484-6866.

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City of Shelby Utilities - c/o Backflow Prevention  
824 W Grover St  
Shelby, NC 28150

For additional questions regarding the Backflow Prevention program and/or assembly please contact City of Shelby Utilities at [backflow@cityofshelby.com](mailto:backflow@cityofshelby.com).



**Schedule LGINDC  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**LARGE INDUSTRIAL WATER SERVICE (CITY)**

**AVAILABILITY**

Metered water service will be provided to consumers within the City limits of Shelby for industrial use, where access to existing facilities is feasible.

**RATE**

Customer Charge Per Water Consumption Unit	\$389.38 per billing period
Volume Charge (per 1,000 gals used per billing period)	\$2.08

**CONDITIONS**

Large Industrial rate will be provided to industries involved in manufacturing, etc. who use in excess of 10,000,000 gallons per billing period on average.



**Schedule LGINDR**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**LARGE INDUSTRIAL WATER SERVICE (RURAL)**

AVAILABILITY

Metered water service will be provided to consumers outside the City limits of Shelby for industrial use, where access to existing facilities is feasible.

RATE

Customer Charge Per Water Consumption Unit	\$778.75 per billing period
Volume Charge (per 1,000 gals used per billing period)	\$4.15

CONDITIONS

Large Industrial rate will be provided to industries involved in manufacturing, etc. who use in excess of 10,000,000 gallons per billing period on average.





**Schedule BW-1**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**RESALE (BULK) WATER SERVICE**

**AVAILABILITY**

Resale (Bulk) water service will be provided to customers at the 824 W. Grover Street metered site. Customers must have their own transport vessel.

**RATE**

Volume Charge (per 1,000 gallons used per billing period) \$6.54



**Schedule WATERG**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**GOVERNMENTAL WATER SERVICE**

**AVAILABILITY**

Water service under this schedule is available by written contract to governmental authorities to be used for metered resale.

**RATE**

Volume Charge (per 1,000 gallons used per billing period) \$2.97



**Schedule SEWERI  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**SEWER SERVICE (CITY)**

**AVAILABILITY**

Sewer service will be furnished to residential, commercial and industrial customers within the corporate limits of Shelby, where access to existing City facilities is feasible.

**RATE**

**A. CUSTOMERS RECEIVING FULL REQUIREMENTS SHELBY CITY WATER SERVICE**

Customer Charge Per Water Consumption Unit                      \$22.50 per billing period

Volume Charge (per 1,000 gallons)                                      \$4.87

The Minimum Bill is the Customer Charge.

**B. CUSTOMERS NOT RECEIVING FULL REQUIREMENTS SHELBY CITY WATER SERVICE**

Charge negotiated on basis of estimated or measured discharge of wastewater into the sewer system.

Minimum Bill:            (1)     \$46.85 for estimated discharge of 5,000 gallons or less used per billing period.

                                  (2)     Rate under A. when actual measured discharge is required under D.

**C. CUSTOMERS RECEIVING LOW PRESSURE SEWER PUMP SERVICE**

Customer Charge Per Consumption Unit                                \$22.50 per billing period

Customer Pump Charge per Consumption Unit                        \$54.08 per billing period

Volume Charge (Per 1000 gallons used)                                \$4.87

The Minimum Bill is the Customer Charge.

D. See "Conditions" Paragraph on page 2.

**Schedule SEWERI**  
**Effective July 1, 2024**

Replaces schedule effective 7/1/2023

CONDITIONS

Sewer service billing for customers who receive all water used from the City's water supply system, is normally based on the entire amount of water metered and delivered by the City.

A customer who uses water received from sources other than the City's water supply system and which water is discharged into the City's sewer system, may be required to install and maintain, without expense to the City of Shelby, an acceptable device, or devices, for measuring the quantity of water received. The customer will pay a sewer service charge for such water discharged into the City's sewer system, as though all such water had been received from the City's water supply system.

A user of the City's water system for residential or commercial use, no part of which reaches the City's sewer system, may avoid the regular sewer charge by having a separate water meter installed to measure water used for this purpose.

In the event that a person or corporation discharging industrial wastes into the City's sewer system produces evidence to the City Manager that more than 10% of the total annual volume of water used for all purposes does not reach the City's sewer, an estimated percentage of total water consumption to be used in computing charges may be agreed upon between the City Manager and the persons discharging industrial wastes into said sewer.

A full sewer service charge will be made for water used to fill swimming pools, wading pools, and storage containers; unless such use is determined, at the time of delivery, by a measuring device other than the installed property water meter.

The Code of Ordinances of the City of Shelby, Chapter 44 Article IV, Sections 44-121 through 44-230, covers restrictions on the discharge of wastes into the City's sewer system and surcharge(s) for the treatment of wastes which are potentially harmful to the system and/or involve extra processing costs.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule SEWERO  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**SEWER SERVICE (RURAL)**

**AVAILABILITY**

Sewer service will be furnished to residential, commercial, and industrial customers outside the corporate limits of Shelby, where access to existing City facilities is feasible.

**RATE**

**A. CUSTOMERS RECEIVING FULL REQUIREMENTS SHELBY CITY WATER SERVICE**

Customer Charge Per Water Consumption Unit	\$38.24 per billing period
Volume Charge (Per 1,000 gallons per billing period)	\$8.28

The Minimum Bill is the Customer Charge.

**B. CUSTOMERS NOT RECEIVING FULL REQUIREMENTS SHELBY CITY WATER SERVICE**

Charge negotiated on basis of estimated or measured discharge of wastewater into the sewer system.

- Minimum Bill:
- (1) \$79.64 for estimated discharge of 5,000 gallons or less per billing period
  - (2) Rate under A. when actual measured discharge is required under D.

**C. CUSTOMERS RECEIVING LOW PRESSURE SEWER PUMP SERVICE**

Customer Charge Per Consumption Unit	\$38.24 per billing period
Customer Pump Charge per Consumption Unit	\$54.08 per billing period
Volume Charge (Per 1000 gallons per billing period)	\$8.28

The Minimum Bill is the Customer Charge.

**D. See "Conditions" Paragraph on page 2.**

**SCHEDULE SEWERO**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

CONDITIONS

Sewer service billing for customers who receive all water used from the City's water supply system, is normally based on the entire amount of water metered and delivered by the City.

A customer who uses water received from sources other than the City's water supply system and which water is discharged into the City's sewer system, may be required to install and maintain, without expense to the City of Shelby, an acceptable device, or devices, for measuring the quantity of water received. The customer will pay a sewer service charge for such water discharged into the City's sewer system, as though all such water had been received from the City's water supply system.

A user of the City's water system for residential or commercial use, no part of which reaches the City's sewer system, may avoid the regular sewer charge by having a separate water meter installed to measure water used for this purpose.

In the event that a person or corporation discharging industrial wastes into the City's sewer system produces evidence to the City Manager that more than 10% of the total annual volume of water used for all purposes does not reach the City's sewer, an estimated percentage of total water consumption to be used in computing charges may be agreed upon between the City Manager and the persons discharging industrial wastes into said sewer.

A full sewer service charge will be made for water used to fill swimming pools, wading pools, and storage containers; unless such use is determined, at the time of delivery, by a measuring device other than the installed property water meter.

The Code of Ordinances of the City of Shelby, Chapter 44 Article IV, Sections 44-121 through 44-230, covers restrictions on the discharge of wastes into the City's sewer system and surcharge(s) for the treatment of wastes which are potentially harmful to the system and/or involve extra processing costs.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Schedule SEWLIN**  
**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**LARGE INDUSTRIAL SEWER SERVICE (CITY)**

**AVAILABILITY**

Sewer service will be furnished to consumers within the corporate limits of Shelby, where access to existing City facilities is feasible.

**RATE**

Customer Charge Per Water Consumption Unit	\$200.31 per billing period
Volume Charge (Per 1,000 gallons used per billing period)	\$2.65

**CONDITIONS**

Customer must use a minimum of 1,000,000 gallons per billing period to be eligible for this rate.

Sewer service billing for customers who receive all water used from the City’s water supply system, is normally based on the entire amount of water metered and delivered by the City.

In the event that a person or corporation discharging industrial wastes into the City’s sewer system produces evidence to the City Manager that more than 10% of the total annual volume of water used for all purposes does not reach the City’s sewer system, an estimated percentage of total water consumption to be used in computing charges may be agreed upon between the City Manager and the persons discharging industrial wastes into said sewer system.

The Code of Ordinances of the City of Shelby, Chapter 44 Article IV, Sections 44-121 through 44-230, covers restrictions on the discharge of wastes into the City’s sewer system and surcharge(s) for the treatment of wastes which are potentially harmful to the system and/or involve extra processing costs.



**Schedule SEWLO  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**LARGE INDUSTRIAL SEWER SERVICE (RURAL)**

**AVAILABILITY**

Sewer service will be provided to consumers not within the corporate limits of Shelby, where access to existing City facilities is feasible.

**RATE**

Customer Charge Per Water Consumption Unit	\$340.53 per billing period
Volume Charge (Per 1,000 gallons used per billing period)	\$4.51

**CONDITIONS**

Customer must use a minimum of 1,000,000 gallons per billing period to be eligible for this rate.

Sewer service billing for customers who receive all water used from the City's water supply system, is normally based on the entire amount of water metered and delivered by the City.

In the event that a person or corporation discharging industrial wastes into the City's sanitary sewer system produces evidence to the City Manager that more than 10% of the total annual volume of water used for all purposes does not reach the City's sewer system, an estimated percentage of total water consumption to be used in computing charges may be agreed upon between the City Manager and the persons discharging industrial wastes into said sewer system.

The Code of Ordinances of the City of Shelby, Chapter 44 Article IV, Sections 44-121 through 44-230, covers restrictions on the discharge of wastes into the City's sewer system and surcharge(s) for the treatment of wastes which are potentially harmful to the system and/or involve extra processing costs.





**Schedule SEWERG  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**GOVERNMENTAL SEWER SERVICE**

**AVAILABILITY**

Sewer service under this schedule is available by written contract to governmental authorities to be used for metered resale.

**RATE**

Customer Charge Per Service Connection	\$25.25 per billing period
Volume Charge (per 1,000 gallons used per billing period)	\$7.25

**CONDITIONS**

Any governmental unit receiving this rate must upon written request from the City of Shelby provide a list of service connections to the sewer lines. The customer charge will be calculated based on the total number of connections to the sewer system.

In existing service where one meter serves more than one consumption unit, each unit will be considered to carry one customer charge per billing period, regardless of individual or aggregate consumption.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2021

## **WATER AND SEWER FEE SCHEDULE**

### **WATER FEES:**

<b>Tap Size</b>	<b>Tap Fee</b>	<b>Meter Set Fee</b>	<b>Service Fee</b>	<b>Total Cost</b>
<b>3/4"</b>	\$1,120	\$180	\$200	\$1,500
<b>1"</b>	\$1,180	\$270	\$400	\$1,850
<b>1 1/2"</b>	\$1,615	\$735	\$600	\$2,950
<b>2"</b>	\$1,850	\$1,350	\$800	\$4,000
<b>3"</b>	\$450	N/A	\$1,000	\$1,450
<b>4"</b>	\$450	N/A	\$1,500	\$1,950
<b>6"</b>	\$550	N/A	\$3,000	\$3,550
<b>8"</b>	\$550	N/A	\$4,000	\$4,550
<b>Hydrant Relocation</b>				\$3,500

### Water Tap Fee

- Water tap fee (for 3/4", 1", 1 1/2", and 2") includes all necessary hardware for connection to existing water mains and service line to customer property (includes meter box.) Meter will be placed on private property immediately outside public right of way.
- Taps to public water infrastructure shall be performed by the City. The City will provide work on all meter and hydrant relocations. Meter relocation fee shall be the same as tap fee.

### Meter Set Fee

- For 3/4", 1", 1-1/2", and 2" water services, the meter set fee includes the City providing and installing appropriate water meter.
- For 3", 4", 6", and 8" water services, no meter set fee exists. The contractor/plumber shall provide water meter which has been reviewed and approved by the City of Shelby. (All water meters shall be compatible with the Itron MVRS remote meter reading system.)
- Irrigation systems shall have a separate meter installed (RPZ Backflow is required to be installed and tested at the customer's expense.) All applicable fees will be charged as listed above.

### Water Service Fee

- Water service fee is the administrative costs associated with starting of new water service.

**Effective July 1, 2024**

Replaces schedule effective 7/1/2021

- Water service fees only apply to new services when connecting to the public water supply.

New Subdivision Water Connection

- All public water infrastructure for new subdivisions shall be pre-tapped by the contractor at the time of the public water system extension.
- When taps are installed by the contractor during construction of the public water system extension, tap fees apply to where new water mains are connecting to City’s existing infrastructure.

Pre-Tapped Customer Connection - Water

- Any property that has a pre-tapped connection to the City’s water system will be charged the water meter set and service fee.

Hydrant Relocation Fee

- If it is possible to relocate a hydrant, the hydrant fee will be \$3,500 or actual cost; whichever is greater.

Demolition of Structures - Water

- Properties which have been scheduled for demolition and will be redeveloped will have existing water service disconnected on the customer side of the meter box and the meter box will be removed. The service will remain connected at the main for a period of up to one (1) year from disconnection.
- At the time of disconnection from existing structure to be demolished, the City will inspect the existing service line. If service line is in poor condition (i.e., unapproved material, leaking, etc...) then service will be disconnected at the water main. If construction of a primary structure on the property begins within one (1) year, the City will reinstall tap service line and meter box at no cost to the customer.
- Customer shall begin construction of primary structure within one year of demolition. If construction has not begun at the one-year mark, the City may disconnect the service at the main and require new connection with tap, service and meter fees.

**SEWER FEES:**

<b>Tap Size</b>	<b>Tap Fee</b>	<b>Service Fee</b>	<b>Total Cost</b>
<b>4"</b>	\$950	\$500	\$1,450
<b>6"</b>	\$950	\$600	\$1,550
<b>8"</b>	\$1,000	\$2,000	\$3,000
<b>10"</b>	\$1,050	\$3,000	\$4,050
<b>12"</b>	\$1,100	\$4,000	\$5,100

## **Effective July 1, 2024**

Replaces schedule effective 7/1/2021

### Sewer Tap Fee

- Sewer tap fee includes tap, manhole boot, and roadway repairs for sewer connections in City maintained streets only.
- The customer's plumber/contractor is responsible for sewer service from sewer tap of manhole or sewer main to structure being served.
- Service line replacement will only incur a tap fee. All other costs associated with service line replacement shall be conducted by a licensed plumber at the customer's expense.
- City will perform taps on all existing public sewer mains and manholes.

### Sewer Fees for Taps in NCDOT Streets

- Customer shall be responsible for paying all costs associated with connections to the City's sewer system in NCDOT streets. Costs may include boring, excavation, paving overlay, etc...
- The City of Shelby will coordinate work with NCDOT, a contractor (selected by the City) and the customer's plumber.
- Customer will be required to pay the estimated fees to the City prior to work commencing.
- Any cost above and beyond the estimated fees will be billed to the customer upon completion of the work.

### Sewer Service Fee

- Sewer service fee is the administrative costs associated with a new sewer service and applies when connecting to the City's sewer system.

### New Subdivision Sewer Connections

- All public sewer infrastructure for new subdivisions shall be pre-tapped by the contractor at the time of public sewer extension.
- When taps are installed by the contractor during construction of the public sewer extension, tap fees apply to where new sewer mains are connecting to the City's existing infrastructure.

### Pre-tapped Customer Connections - Sewer

- Any property that has a pre-tapped connection to the City's sewer system will be charged the sewer service fee and a connection fee of \$50.00.

### Tap Service Fees for Assessment Areas

- Service fees will be calculated in the total project cost assuming 100% connection.
- Connection to clean-out/stub-out in assessment area shall be \$50.00.

### Demolition of Structures - Sewer

- Properties which have been scheduled for demolition and will be redeveloped will have existing sewer service capped at the right-of-way or sewer easement and remain connected at the main for a period of up to one (1) year from disconnection.

**Effective July 1, 2024**

Replaces schedule effective 7/1/2021

- At the time of disconnection from existing structure to be demolished, the City will inspect the existing service line. If service line is in poor condition (i.e., collapsing, unapproved material, etc...) then service will be disconnected at the sewer main/manhole. Customer will then be responsible for tap fee, service fee and new service lateral installed by the customer's licensed plumber.
- Customer shall begin construction within one year of demolition. If construction has not begun at the one-year mark, the City has the right to disconnect the service at the main/manhole and require new connection with tap and service fees.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2022

**MISCELLANEOUS WATER AND WASTEWATER FEES**

**MISCELLANEOUS WATER FEES:**

**Hydrant Meter Deposits:**

Deposit required for Hydrant Flow Meter	\$1,500.00
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**MISCELLANEOUS WASTEWATER FEES:**

Significant Industrial User (SIU) Fee	\$450.00/month
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**Pretreatment Surcharges:**

<i>High Strength BOD</i>	<i>(For BOD &gt;250 mg/L)</i>	<i>\$0.20 per lb.</i>
<i>High Strength TSS</i>	<i>(For TSS&gt;250 mg/L)</i>	<i>\$0.15 per lb.</i>
<i>High Strength NH3-N</i>	<i>(For NH3-N&gt;15.0 mg/L)</i>	<i>\$0.40 per lb.</i>

**Additional Pretreatment Fees:**

*Non-Significant Industrial User Fees*

- |  |                  |
|--|------------------|
| • <i>Permit Application – Initial Permit Development</i> | <i>No Charge</i> |
| • <i>Permit Issuance – Due upon Approval of Permit</i>   | <i>\$200.00</i>  |
| • <i>Annual Permit Renewal/Modification Fee</i>          | <i>\$100.00</i>  |

**Effective July 1, 2024**  
Replaces schedule effective 7/1/2022

Sampling & Miscellaneous Fees

- *Sampling/Monitoring Fees\** *Cost to City (Contract Lab)*
- *Toxicity Monitoring (Acute and Chronic)* *Cost to City (Contract Lab)*

***\*SIU Fees include sampling as outlined by permit. Any additional samples will be billed at cost to the customer. Food Service Establishments requiring testing for Fats, Oils and Grease discharges are included in this category.***

**FOG Charges:**

<i>Small Customer</i>	<i>0 to 10,000 gals</i>	<i>\$9.52 per month</i>
<i>Medium Customer</i>	<i>10,001 to 50,000 gals</i>	<i>\$14.28 per month</i>
<i>Large Customer</i>	<i>50,001 or greater gals</i>	<i>\$19.04 per month</i>

**NOTE: Rate based on water usage per month and can be adjusted accordingly with usage.**

**Septage Fees:**

Septage Load:	\$75.00/Load (Typical load $\leq$ 2500 gallons)	
	\$150.00/Load (Typical load $\geq$ 2500 gallons)	
After Hours Charge:	\$100.00/Load (Typical load $\leq$ 2500 gallons)	
	\$175.00/Load (Typical load $\geq$ 2500 gallons)	
Annual Permit Fee:	\$125.00 *	

**NOTE: \*Permit will be issued for calendar year and Permit Fee is billed upon initial issuance and every December thereafter.**

**Low Pressure Sewer System:**

**New Connections:** Low Pressure Pump shall be obtained from the City of Shelby.

Cost = Current pump pricing + 4" sewer tap fee + 4" sewer service fee.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

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## **City of Shelby Electric Service Terms and Conditions**

### **Objective**

The Electric Service Terms and Conditions are intended for use as a Customer Service tool by City of Shelby personnel to provide the rules and regulations of how the City Electric Department provides Electric Service to its Customers. When used in an appropriate manner and with common sense, all new and existing Customers of the City's Electric System will be treated in a fair and equal manner.

The understanding and cooperation of all City employees is essential if the City is to provide excellent Customer Service to its Customers. This manual does not address every possible problem, question, or concern related to Electric Service. Rather, it is a guide for a systematic approach to providing Electric Service.

The Electric Service Terms and Conditions will assist in the daily activities of City personnel and will also assist in training of new employees in their Customer Service duties. Proper utilization of this guide will allow City personnel to provide the best service possible.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

### **1. Terms and Definitions**

The following are terms and definitions contained within the City of Shelby Electric Service Terms and Conditions.

City – City of Shelby

Customer - Any person, business, or corporation being served or to be served from the City's electric system.

Developer/Builder – Any person, agent, firm, or corporation having a legal or equitable interest in the property being responsible to the owner.

Dip Pole – A City pole which serves secondary system voltage to underground facilities.

Nominal System Voltages – The City's standard system voltage is the base rating of 120 volts.

Owner/Property Owner – Any person, agent, firm, or corporation having a legal or equitable interest in the property.

Point of Delivery – Where the City's responsibility terminates, and the Customer's responsibility begins.

Primary System Voltage – The City's primary system voltage is 12,470 / 7,200 volts wye.

Revenue Credit – Estimated Customer billing for a period of two years.

Riser Pole – A City pole which serves primary voltage to underground facilities.

Secondary System Voltage – The City service to Customers with configurations of voltages less than or equal to 600 volts.

Service Connections – The point in which the Customer's equipment comes in electrical contact with City's facilities.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

### **2. National Electrical Safety Code**

The applicable rules and regulations of the American National Standards Institute (ANSI) and Institute of Electrical and Electronic Engineers (IEEE) titles “National Electric Safety Code,” is hereby adopted by reference as the electric safety construction rules of the City.

### **3. Special Consideration Customers**

- a) The City recognizes that some of its Customers for medical reasons may be sensitive to the availability of electric service and may require special consideration during such times interruptions of service occur. For this reason, the City has developed a Medical Alert List using information gathered from Customers, local physicians, and hospitals.
- b) It is the City’s intent to give medical alert Customers priority consideration in times of scheduled switching and outages or uncontrollable circumstances. Uninterrupted service cannot and is not guaranteed by the City when a Customer is assigned to the Medical Alert List.
- c) This consideration does not mean or imply these Customers will be the first Customers to have power restored, but that the City will make every effort to restore service as soon as possible taking into account these Customers’ special circumstances.
- d) In the event the power is not able to be restored quickly, the City will make a reasonable effort to notify these Customers so they can take action to provide their own protection and well-being.
- e) The City under no circumstances guarantees continuous electric service to any of its customers, including those assigned to the Medical Alert List and its Customers. By applying for electric service, the customer understands and agrees that the City cannot and does not guarantee interruption free electric service.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

### **4. Standard Voltages**

- a) The City shall make available where possible (dependent upon the City's electrical distribution system configuration) the following service voltages:

Single-Phase Systems

120/240 volt three wire

Three-Phase Systems

120/208 volt, four wire, wye

277/480 volt, four wire, wye

240 volt, three wire, delta

480 volt, three wire delta

Primary System

7,200 / 12,470 volt, four wire, wye

- b) The voltage supplied to the Customer's point of delivery should not have voltage variations exceeding five percent (5%) above or below the City's standard nominal voltage for residential Customers and ten percent (10%) above or below the City's standard nominal voltage for all other Customers.
- c) The City will install facilities with sufficient capacity to serve the Customers normal load requirements. Information regarding loads and desired voltage will be communicated by the Customer to the City when the service is initially requested by completing an Electric System Load Data Sheet and submitting it to:

City of Shelby Electric Department

824 W Grover Street

Shelby, NC 28150

[electric@cityofshelby.com](mailto:electric@cityofshelby.com)



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

It is the Customer's responsibility to advise the City of any electrical load or method of operation change that might affect the City's ability to meet the Customer's load requirements.

Upon request of the Customer, the City will monitor the voltage at the Customer's point of delivery with the appropriate and available monitoring devices for a period of time deemed necessary by the City to determine the nature of the problem. The City will notify the Customer and notify the customer of the perceived problem and possible solutions if the voltage is not within the above stated guidelines.

- d) For non-standard voltage requests, if able and depending on supply chain, materials, services, etc., the City will supply appropriate sized transformer(s) at the Customer's site. The Customer must pay one-third of the cost prior to installation of the transformer(s). After six months from the date the Customer pays the one-third cost, a credit equal to the one-third payment made back to the Customer will be refunded to the Customer on their next available utility bill. The expected delivery time for a transformer is currently 72 weeks (in 2024) and the installation time for a new transformer upon delivery is typically 24 weeks; subject to supply chain availability.

## **5. Electric Meters**

- a) The Customer will be required to furnish and install the appropriate meter base for the type of service unless otherwise specified in these Terms and Conditions.
- b) The City Electric Department shall approve and agree to the location of all metering equipment. The meter will be located where accessible and convenient to read, not be unreasonably exposed to damage, not be in any unduly dirty location and will not be inconvenient to City access for reading, maintenance, replacement, or repair.
- c) The City Electric Department shall approve the location of all metering equipment in accordance with the following provisions:
  - i. The meter shall be located between the height of four and one half (4 ½) feet and five and one half (5 ½) feet for convenience of reading, unless otherwise approved by the Electrical Superintendent or designee.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

- ii. In cases of existing meters located on the structure not convenient or readily accessible for reading and servicing purposes, it shall be the responsibility of the property owner to relocate the meter, at the expense of the property owner, to a location approved by the City Electric Department.
  - iii. The property owner shall have thirty days in which to relocate the meter upon written notice from the City Electric Department. If not relocated after thirty days' notice, the City may terminate the electrical service to the structure until such time as the meter is relocated to a location approved by the City Electric Department.
  - iv. The owner of the meter supporting structure is responsible for its condition and for maintenance of the proper socket position and leveling. Excessive tilt or unstable location of a meter socket must be corrected before the meter is installed.
  - v. It shall be the owner's responsibility to ensure the meter base is accessible, lockable and in good condition. Failure to do so can result in termination of service until equipment is repaired or replaced.
- d) The Developer or Builder will incorporate multiple bay or multiple gang metering facilities, as determined by the City Electric Department. Multiple or gang metering facilities must be permanently labeled with UV resistant permanent labels and marked inside the meter base with a permanent marker, in the event the cover is lost or stolen, to identify the unit it feeds prior to being energized.

## **6. Temporary Electric Service**

There are no charges for temporary service installation, other than normal application fee and deposits (as set forth in the City of Shelby Fees Schedule), providing the following guidelines are met:

- a) Service will be delivered at a standard voltage of 120/240 volts, single phase, 3 wire or 120/208, whichever is most readily available, in which a fifth lug will be required for correct metering.



**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

- b) The Customer requesting temporary service will contact the City Electric Department and Planning Department and present a plat layout. Sufficient advance notice shall be provided prior to building the foundation to allow engineering and construction of permanent electrical facilities.
- c) At the time the Customer requests temporary service the City may require the Customer to submit a letter of intent requesting that the City provide permanent electric service.
- d) The temporary service delivery pole must be located within the following guidelines:
  - i. In an overhead service area: within 50 feet of the City's closest pole.
  - ii. In an underground service area: within (3) three feet of the nearest underground enclosure or pad mount transformer.

### **Additional Charges**

In the event temporary facilities are to be installed, which will not become part of the permanent installation, the Customer will be responsible for the additional actual cost of materials.

## **7. Overhead/Underground Line Extensions**

### **Single Family Homes, Duplexes and Stand-Alone Businesses**

Customers interested in an electric service to their existing or new construction home, or stand-alone business must contact the City of Shelby to schedule a site visit with a City of Shelby Electric Service representative. Customers must provide the parcel address, a list of electrical appliances, such as those listed below, to be installed, and the anticipated electrical load to the representative.

- Water Heater
- Heat Pump





**Effective June 4, 2024**

Replaces Service Regulations Effective September 2005

## **City of Shelby Electric Service Terms and Conditions**

Once it has been determined if electric service is currently available or if an electric line extension is feasible, the costs to extend the electric line and install electric service will be determined and communicated to the customer in writing. If the customer agrees to the costs, the electric service representative will meet with the customer to sign the City of Shelby Electric Service Installation Provisions form. All fees must be paid in full prior to the City of Shelby installing the electric line extension and/or electric service.

Current electric line extension and service line fees can be found in the City of Shelby Fees Schedule. All fees are regularly reviewed (at least annually) and are subject to change.

If the prospective customer is the lessee in a rental agreement and not the property owner, the City of Shelby will not enter into this agreement with the lessee. Instead, the City of Shelby will only enter into this Agreement with the property owner and the property owner must agree to the line extension and the service line, sign all applicable forms, and pay the associated costs.

### **Multi-family Complexes, Subdivisions, and Multi-Business Complexes**

Builders interested in electric service to subdivisions, multi-family and multi-business complexes must contact the City of Shelby to schedule a site visit with a City of Shelby Electric Service representative. Builders must provide site plans that include designs for the streets, wet utilities, mechanical, electrical, natural gas, plumbing, and landscaping plans to the City of Shelby Engineering Department by mailing to:

City of Shelby Engineering Department  
300 S. Washington Street  
Shelby, NC 28150

The site plans shall include the number of electric residential or business services that will be installed, the anticipated load, and the appliances, such as those listed below, to be installed in each residential or business unit in the development.

- Water Heater
- Heat Pump

Once City of Shelby staff have reviewed and approved the site plans, a Will Service Letter with cost estimates and the City of Shelby New Development Electric Service Agreement will be made available to the Builder via e-mail (or hard copy if requested) from the City



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of Shelby Electric Service representative. The cost estimates will be valid for a period of (90) days from the date of issue of the letter.

Any additional or major revisions to the construction plan may be at the City of Shelby's sole discretion, and the Builder may be charged a redesign fee that must be paid prior to the additions being provided. In this case, the City of Shelby Electric Service representative would notify the Builder via e-mail within (30) days.

The builder agrees to provide the City of Shelby with the necessary consents, agreements, easements, and access to install the infrastructure agreed upon in the Electric Service Agreement in accordance with an applicable time frame agreed upon. The costs and expenses incurred to obtain the items mentioned are borne to the builder. No work shall commence until all necessary consents, agreements, and access are provided for the entire site location. The City will not provide services to parts of a planned development in reliance of future easements.

### a) Securing Right of Way Easements

- i. Easements granted to the City shall be non-exclusive and irrevocable and include the full right, power, and authority to install, use, maintain, repair, and replace the Electric Service Infrastructure and to use such Electric Service Infrastructure to provide Electric Service within and outside the Site.
- ii. Customers may use easement areas for purposes that do not unreasonably interfere, or block the maintenance thereof, with the City's use of the easement areas and comply with the terms of the standard City of Shelby Utility Easement document.
- iii. Customers shall be entitled to relocate easements and easement areas provided that substantially equivalent easement areas are provided prior to such relocation and the Customer pays the cost of relocation of City's Infrastructure to the new easement areas.

## **8. Underground Service for Single Phase Residential and Commercial Customers**



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### **Individual Service**

Prior to the installation of the underground distribution system by the City, the final grade levels of the building sites shall be established by the Owner. The building construction program shall be coordinated with the installation of underground electrical facilities to permit unimpeded access to the City's equipment to the installation sites; to allow installation of underground electrical conductors; and to eliminate dig-ins to the underground electrical facilities after installation. Upon submitting the initial building plans, the City will review the plans to determine if there will be additional fees to install the underground distribution system. Should streets, driveways, curbs, or other obstructions be present prior to installation of underground facilities resulting in additional expense to the City, payment for these additional expenses shall be paid before installation of the underground electrical facilities has begun, or if installation of electrical facilities are required by the owner before final grades are established, and either of these conditions result in additional expenses to the City, payment for these additional expenses shall be made to the City by the Owner.

The City of Shelby will install a secondary service for Customers as set forth in the City of Shelby's Fees Schedule. All fees in the Fees Schedule are reviewed, at a minimum annually, and are subject to change.

Should existing sidewalks, septic tank systems, fuel tanks, other utility lines, or other manmade obstructions result in additional expenses to the City, payment for same will be made by the Owner.

Actual costs brought about in connecting with the compliance of special requirements, if any, of municipalities, state and federal highway agencies or departments regarding the breaking of pavement, ditching, backfilling, and other related conditions, will be paid by the owner.

The City will make, or adjust, charges to the Owner to collect the actual additional costs to the City due to adverse conditions, such as: the composition of the land where the underground facilities are to be installed is such that standard construction equipment cannot be used to complete the installation; or special equipment materials are needed for stream crossing structures or concrete structures; or dynamite is required; or if abrupt



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changes in final grade levels exceed a slope ratio of one to one (1 to 1) when measured within three (3) feet of the trench.

The City's agreement to provide underground service is dependent upon the securing of all necessary rights, easements, rights-of-way, privileges, franchises, or permits for the installation of such service from those requesting the underground facilities. The Owner agrees to ensure that all such necessary rights, easements, blanket rights-of-way, privilege, franchises, or permits are properly recorded on each deed. The City shall exercise care in the utilization of its underground equipment during the construction, but ultimate responsibility for the protection of shrubs, trees, and grass sod will be the owner. Reseeding of trench cover will be done by the City. Shrubs, trees, or any other obstacles shall not be placed within ten (10) feet of a transformer or cabinet openings which would hinder access by the City at any time.

## **9. Underground Service for Commercial and Industrial Three Phase Customers**

### **General Underground Installation**

- a) The Customer will furnish any necessary right-of-way for the installation of the City's equipment. This equipment includes, but is not limited to transformers, poles, conductor, and switchgear.
- b) The Customer will be required to receive service from a pad mounted transformer if the City determines the Customer's current load or future load to be in excess of 200 kW. For the purpose of this section, the load will be determined solely and exclusively by the City and the City may use several factors to make this determination. These factors could include, but are not limited to: (1) diversified load calculation; (2) actual load data; (3) installed service size and configuration; (4) future load growth; (5) existing City circuit configuration; and (6) City



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engineering standards. Any exception to this requirement will be at the sole discretion of the City.

- c) When the Customer is required to install secondary voltage conduit (with pull tape) such installations shall be trenched to a depth of no less than 24” and no greater than 36” for final grade. The trench shall have marking tape installed 12” above the conduit. A minimum separation of 12” is required between the City’s facilities and any other utility’s facilities. The installation shall be coordinated with the City Electric Department. On all roadway crossings the conduit will be installed no less than 36” below final grade. All conduits will be “blown out” to remove debris and capped after installation.
- d) When the Customer is required to install 4” primary voltage conduit (with pull tape) such installations shall be trenched to a depth of no less than 36” and no greater than 48” from final grade. A trench shall have marking tape installed 12” above conduit. A minimum separation of 12” is required between the City’s facilities and any other utility’s facilities. The installation shall be coordinated with the City Electric Department. On all roadway crossings the conduit will be installed no less than 36” below final roadway grade. All conduits will be “blown out” to remove any debris and capped after installation.
- e) All Customer installations listed in these policies will be inspected by the City Electric Department before the trench is backfilled or the installation is completed. The Customer will be required to reconstruct any portion of the installation which deviates from City engineering standards or the approved underground system design.
- f) The City will make, or adjust, charges to the owner to collect the actual additional costs to the City due to adverse conditions, such as: the composition of the land where the underground facilities are to be installed is such that standard construction equipment cannot be used to complete the installation; or special equipment materials are needed for stream crossing structures; or concrete structures; or dynamite is required; or if abrupt changes in final grade levels exceed a slope ratio of one to one (1 to 1) when measured within three (3) feet of the trench.

## **Individual Commercial Underground Three Phase Services (Pad Mounted)**



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If the Customer is to be served from a pad mounted transformer, with no other Customer served from this transformer, the following conditions apply:

- a) The Customer will furnish and install a transformer pad as per City's specifications, 4" conduit from the City's riser pole location to the primary side of the transformer pad, mount electric meter base on to the Owner's facilities with the meter base location determined and approved by the Electric Superintendent, all secondary conduit and secondary conductor and 1" conduit (with pull tape) form the secondary side of the transformer pad to the meter base. The Customer will be required to furnish and install 4" PVC electrical conduit (with pull tape) in conformity with the City's existing underground system. The City will inspect the installation and verify that meets all NEC regulations.
- b) The City will furnish and install all primary conductors, pad mounted transformers, electric meter, and metering connections. The City will furnish a CT rated electric meter base.
- c) The City will make all electrical connections on the source and load terminals of the transformer.
- d) The City will determine the location of the pad mounted transformer and the electric meter.
- e) The point of delivery for Individual Underground Pad Mounted Services will be at the terminals of the City's pad mounted transformer, and Customer will furnish and install all conductors and conduit past the point of delivery.

## **Individual Commercial Underground Services (Pole Mounted)**

If the Customer is to be served from a pole mounted transformer, with no other Customer served from this transformer, the following conditions apply:

- a) The Customer will furnish and install as per City specifications an appropriate size conduit (with pull tape) from the City's service pole location to the Customer supplied meter base or current transformer cabinet (as determined by the City).
- b) The City will furnish and install a pole mounted transformer, electric meter, and metering conductors.



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- c) The City will make all electrical connections on the source terminals of the metering facilities.
- d) The City will determine the location of the electric meter.
- e) The point of delivery for Individual Underground Pole Mounted Services will be at the terminals of the Customer's metering facilities and Customer will furnish and install all conductors past the point of delivery.

### **Multiple Commercial Underground Services (Pad or Pole Mounted)**

If the Customer is to be served from a pad mounted or a pole mounted transformer, with one or more Customers served (or to be served) from this transformer, the following conditions apply:

- a) The Customer will furnish and install as per City specifications appropriate size conduit (with pull tape) as determined by the City for the size of the service from the City's lift pole or transformer pad to the Customer's CT cabinet or meter base.
- b) A meter base shall be installed by either:
  - i. the customer furnishing a self-contained meter base and installed on the Customer's facility at the delivery point; or
  - ii. the City furnishing and installing a CT rated meter base on the transformer or cabinet. The Customer will furnish a self-contained meter base and install on Customer's facility at delivery point; or the City will furnish and install a CT rated meter base on the transformer or cabinet.
- c) All meter bases shall be permanently labeled with UV resistant labels and marked inside with permanent marker with the address it serves prior to being energized.
- d) The City will furnish and install all secondary conductors to the metering facilities, electric meter, and necessary metering connections.
- e) The City will determine the location of the electric meter.
- f) The point of delivery for Multiple Underground Services will be at the source terminals of the meter base or current transformer cabinet connections, and Customer will furnish and install all conductors past the point of delivery.



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### **Unit Development Underground Services (Pad or Pole Mounted)**

Requirements for multiple Customers to be served from a pad mounted or a pole mounted transformer, and a single developer is building a shopping center or similar installation of multiple Customers in one dwelling or structure are as follows:

- a) The Developer/Builder will furnish and install a transformer pad, if required, all conduits required, and all metering facilities.
- b) The Developer/Builder will incorporate multiple bay or multiple gang metering facilities, as determined by the City Electric Department. All meter bases shall be permanently labeled with UV resistant labels and marked inside with permanent marker with the address it serves prior to being energized.
- c) For single-phase service, the City will furnish and install all conductors to the Customer's point of delivery, transformers, metering connectors, and electric meters. If a multi-unit building is to be fed by a three-phase transformer, the customer is responsible for all secondary conductors.
- d) The point of delivery for Unit Development Underground Services will be at the source terminals of the meter base or current transformer cabinet connections, and Customer will furnish and install all conductors past the point of delivery.

### **Secondary Delivery Industrial Underground Services**

If the Customer is to be served from a pad mounted transformer or outdoor substation type transformer(s), with no other Customer served from this transformer, the following conditions apply:

- a) The Customer will furnish and install a transformer pad (if required) as per the City's specifications, 4" conduit (with pull tape) from the City's riser pole location to the primary side of the transformer pad, mount City furnished current transformer rated meter base on the Customer's facilities, all secondary conduit and secondary conduit, and 1" conduit (with pull tape) from the secondary side of the transformer





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pad to the meter base. The Customer will be required to furnish and install 4” PVC electrical conduit (with pull tape) in designated areas in conformity with the City’s existing underground utility system. The depth of the underground conduit (with pull tape) will be no less than 36” to no more than 48” below final grade. On all roadway crossings the conduit (with pull tape) will be installed no less than 36” below final roadway grade. The trench shall have marking tape installed 12” above conduit. All clearances from water, sewer, telephone, cable television, and other underground facilities will be no less than 24”. All conduits will be “blown out” to remove any debris and capped after installation.

- b) The City will furnish and install all primary conductors, pad mounted or substation type transformers, electric meter, current transformer rated electric meter base and metering conductors.
- c) The City will make all electrical connections on the source and load terminals of the transformer.
- d) The City will determine the location of the pad mounted transformer and the electric meter.
- e) The point of delivery for Industrial Underground Secondary Services will be at the terminals of the City’s pad mount transformer or bus. The Customer will furnish and install all conductors past the point of delivery.
- f) If the Customer requests more than one point of delivery to a structure, it will be the discretion of the City to supply primary or secondary voltage. A facilities charge will be added to all facilities installed or furnished by the City above and beyond the City’s normal services specified in this section.

### **Primary Delivery Industrial Underground Services**

If the Customer is to be served from a primary distribution feeder, the following conditions apply:

- a) The point of delivery for Industrial Underground Primary Services will be at the terminals of the City’s disconnect switches or metering facilities as mutually and contractually agreed by the City and the Customer. Any additional facilities past the point of delivery installed and maintained by the City for the City’s use will be considered the City’s equipment.



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- b) The Customer will furnish and install all facilities past the City's point of delivery.
- c) The City will furnish and install all facilities to monitor the Customer's energy usage. A facilities charge will be added to the Customer's monthly bill for any additional facility that the Customer requires from the City's metering.
- d) The City will make all electrical connections on the City's primary feeders at the point of delivery.
- e) A facilities charge will be added for all facilities installed or furnished by the City for the Customer past the City's point of delivery.
- f) When Customer requests the City install facilities past the primary metering, the City will maintain all installed City facilities to the service connections of the equipment. A facilities charge will be added for any facilities installed or furnished by the City for the customer past the City's point of delivery.

### **Primary Delivery Industrial Services**

If the Customer is to be served from a primary distribution feeder the following will apply:

- a) The point of delivery for Industrial Primary Delivery Services will be at the terminals of the City's disconnect switches or metering facilities as mutually and contractually agreed by the City and the Customer.
- b) The Customer will furnish and install all facilities past the City's point of delivery.
- c) The City will install metering facilities to monitor the Customer's energy usage. The installed cost of all metering facilities the City installs will be charged to the Customer.
- d) The City will make all electrical connections on the City's primary feeders at the point of delivery.
- e) A facilities charge will be added to the Customer's monthly bill for any facilities installed or furnished by the City for the Customer past the City's point of delivery.
- f) The City will, upon request and mutual agreement, furnish, install, and maintain facilities not normally required upon reimbursement by the Customer or agreement for the Customer to pay a facilities charge.



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### 10. Underground Electric Service for Residential Subdivisions, Apartment Complexes, Single Phase Commercial, and Multi-Family Housing Developments

#### Developer/Builder's Installation Requirements

The City of Shelby will install all the underground electric service, transformers, switchgear, cabinets, and associated appurtenances to the Builder's site once the Developer/Builder signs the City of Shelby New Development Electric Service Agreement and a timeframe for construction is agreed upon. The Developer/Builder agrees to pay all fees associated with the installation of infrastructure for each phase of the development that has been approved for construction in full within one hundred twenty (120) days of the construction approval date provided to Developer/Builder.

Any changes to the site development plan, construction plan and electric service load data after the Will Serve Letter is issued may result in additional engineering costs and potential changes in the line extension costs that the Developer/Builder is responsible for. Relocation of any electric underground lines, electric service lines and/or electric meter upgrade fees will result in additional costs to the Developer/Builder. The City of Shelby Electric Service representative will send an e-mail notification within (30) days of any such notification.

All fees in the City of Shelby Fees Schedule are reviewed, at a minimum annually, and are subject to change.

- a) Commitments to Builder
  - i. Developer/Builder agrees to provide the requirements detailed in the City of Shelby Will Serve Letter that was provided to the Developer/Builder by



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City and is attached to the City of Shelby New Development Electric Service Agreement as Attachment A.

- ii. The Developer/Builder agrees to provide the City the necessary consents, agreements, easements, and access to effectuate the provision of Electric Service, to effectuate the intent of this Agreement and to enter onto the Site to install the infrastructure consistent with the development of the Site. The costs expenses incurred to obtain the items mentioned, be borne to the Developer/Builder.
- iii. Developer/Builder agrees to provide all electric service requirements for the Development in writing prior to the initial design by City Planning Department for City review. Any subsequent changes to the electric service requirements after the infrastructure has been installed may result in additional costs to the Developer/Builder, Tenant, or the Owner at the time of the request. Any additional charges will be made in accordance with the City's current Electric Service Line Installation Policy.
- iv. The Developer/Builder agrees to provide Site plans in AutoCAD.dwg or ESRI shape file that includes designs for streets, wet utilities, mechanical, electrical, natural gas, plumbing, and landscaping plans, etc. Developer/Builder will also provide notice via e-mail to [electric@cityofshelby.com](mailto:electric@cityofshelby.com) of construction start days and construction schedules that are reasonable and industry typical for the type of work to be performed.
- v. Developer/Builder agrees to provide, at its own cost, survey points for grades, lot corners, street right-of-way(s) (ROW), curb and gutter locations, and other locations reasonably necessary for installation of the infrastructure.
- vi. Upon installation of infrastructure in accordance with the City of Shelby New Development Electric Service Agreement, Section 3(c), Developer/Builder agrees to pay the cost of infrastructure relocations required due to Developer/Builder request or incorrect survey information.
- vii. In the event that the Developer/Builder has been provided with a mutually agreed to construction design plan as mentioned in the City of Shelby New Development Electric Service Agreement, Section 7(b)(ii) and the City is then requested by Developer/Builder to provide additional or major



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revisions to the construction design plan, at the City's sole discretion, the Developer/Builder may be charged a re-design fee per occurrence that must be paid prior to additional designs being provided. In addition, if Developer/Builder fails to pay an invoice prior to the expiration date causing this agreement to become null and void (City of Shelby New Development Electric Service Agreement, Section 5), at the City's sole discretion, the City may charge the Developer/Builder the actual re-design cost per occurrence that must be paid prior to additional invoices being provided. The re-design cost will be the actual re-design cost charged by the consulting engineer if required for the specific project. Once the Developer/Builder's Agreement has been executed by the Developer/Builder, any re-design will necessitate a new City of Shelby New Development Electric Service Agreement and this Agreement will be null and void.

- viii. City agrees to install Electric Service Infrastructure at locations within the Site designated by City and mutually agreed upon by the Developer/Builder; and as needed to comply with City, County and/or State ordinances regulations.
- b) Commitments to Developer/Builder
  - i. City agrees to provide Developer/Builder marketing and other promotional materials information for promotion within the Site.
  - ii. The Infrastructure:
    - 1. City will install Electric Service Infrastructure (to be owned, operated, and maintained by City) as required to provide Electric Service to each section and/or Customer meter location within the Site. The Electric Service distribution facilities will be designed and constructed to allow for the best availability of service on each lot within the development, and in such manner as to provide a high level of reliability and service quality for the end user.
    - 2. The Electric Service Infrastructure may include, but is not limited to underground conductors, cabinets, transformers, switches, switchgear, streetlights, and metering equipment as necessary to provide Electric Service. Installation of the infrastructure will be according to construction plans prepared by City and approved by the



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Developer/Builder prior to installation. Electric Service construction plans will be subject to National Electrical Safety Code, American National Standards Institute (ANSI) and Institute of Electrical and Electronic Engineers (IEEE) and regulations of entities with regulatory authority.

3. City will install the Electric Service Infrastructure according to a schedule mutually acceptable to both parties (“Final Schedule”). A proposed schedule shall be submitted by Developer/Builder for review by the City staff sixty (60) days prior to Developer/Builder’s proposed start date. Following the submission from Developer/Builder of proposed schedule, each party agrees to negotiate in good faith to establish a commercially reasonable Final Schedule for installation of the infrastructure within the Site. City agrees to use good faith efforts to meet the deadlines and construction schedules set forth by the Developer/Builder.
4. In the event that City is not allowed by the Developer/Builder to begin construction of the infrastructure within one hundred eighty (180) calendar days of the execution of the City of Shelby New Development Electric Service Agreement, or once construction begins, if City is prevented, at the fault of the Developer/Builder, for more than thirty (30) calendar days, not to include observed holidays or acts covered under Paragraph 15. Force Majeure, then at City’s sole discretion, the City of Shelby New Development Electric Service Agreement may become null, and void and any unused portion of the actual amount paid will be reimbursed to the Developer/Builder; and a new Agreement, cost estimate and Infrastructure design will be required.
5. City will use its reasonable best efforts, subject to good engineering practice, standard Electric Service utility construction practices, and regulations of entities with regulatory authority, to meet Developer/Builder requirements regarding the placement of Infrastructure, underground conduit, transformers, cabinets, switches, switchgear, etc. to enhance the aesthetics of the project.



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When a development within the service area of the City is to be subdivided into residential lots or (single phase service) commercial lots and has been approved by the City Plan Review Process and the City Planning Department, a distribution system will be installed underground at the written request of the Developer/Builder, provided that the following conditions are met:

- a) The Developer/Builder is required to furnish to the City an approved plat plan, or subdivision map with street right-of-ways, property lines, sidewalks, storm drains, approved water lines, approved sewer lines and any other utilities or physical features.
- b) The City will design an underground distribution system for the most efficient installation and service. The City will design the underground distribution system for the entire development. The City will install only the portion of the underground distribution system, which serves the current section of the development and is mutually agreed to by the City and the Developer/Builder.
- c) Upon agreement by the City and the Developer on an installation plan the Developer/Builder is required to furnish the City with all necessary right-of-way to install the approved underground electrical distribution system. (surveyed by developer and submitted to the City).
- d) The Developer/Builder will pay a contribution in aid cost for the electric distribution system as per the City of Shelby Fees Schedule. The Developer/Builder will complete and sign the City of Shelby New Development Electric Service Agreement with a City of Shelby representative.
- e) The City will furnish and install all transformers, transformer pads for single phase padmount transformers, and all electrical pull-boxes, handholes and pedestals.
- f) The depth of the underground conductors will be no less than 24” below final grade. A separation of 12” minimum is required between the City’s facilities and any other utilities facilities. On all roadway crossings the conduit will be installed no less than 36” below final roadway grade. The Developer/Builder will install all conduits for road crossings during the grading process and the City will furnish all required conduits.
- g) The Developer/Builder will be required to mark all proposed property corners and grade all proposed installation areas to within six (6) inches of final grade before installation of conduit or conductors is to begin and maintain the property markers during construction. In the event the underground electrical distribution system



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installation is completed and the Developer has regraded to a level in which the City's equipment does not meet City engineering standards, the Developer/Builder will be required to reconstruct the facilities.

- h) The City will make, or adjust, charges to the Developer/Builder to collect the actual additional costs to the City due to adverse conditions, such as: the composition of the land where the underground facilities are to be installed is such that standard construction equipment cannot be used to complete the installation; or special equipment materials are needed for stream crossing, structures, or concrete structures; or dynamite is required; or if abrupt changes in final grade levels exceed a slope ratio of one to one (1 to 1) when measured within three (3) feet of the trench.
- i) If development is to be served by three (3) phase construction, with three (3) phase transformers, the Developer/Builder will install conduit from the transformer to the meter base with the appropriate size and number of conduit suitable for the conductors for the meter base.

The electric service infrastructure design and installation shall follow the City of Shelby's Standard Details, Unified Development Ordinance, and the National Electric Safety Code.

### **Multi-Phase Service**

When a Developer/Builder or Customer requests multi-phase service in a development which the City has designed or installed a single-phased system, the Developer/Builder or Customer will be required to install a concrete pad for the three-phase transformer and pay for the entire cost to install the additional facilities to provide the service.

A distribution system will be installed underground at the written request of the Developer/Builder when a development within the service area of the City is to be subdivided into residential lots or (single phase service) commercial lots and has been approved by the City Plan Review Process and the City Planning Department, provided that the following conditions are met:

- a) The Developer/Builder is required to furnish to the City an approved plat plan or subdivision map with street rights-of-ways, property lines, sidewalks, storm drains, approved water lines, approved sewer lines, and any other utilities or physical features.





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- b) The City will design an underground distribution system for the most efficient installation and service. The City will design the underground distribution system for the entire development. The City will install only the portion of the underground distribution system, which serves the current section of the development and is mutually agreed to by the City and the Developer.
- c) Once an agreement is reached on an installation plan between the City and the Developer/Builder, the Developer/Builder is required to furnish the City with all necessary right-of-way to install the approved underground electrical distribution system. (surveyed by developer and submitted to the City).
- d) The City will furnish and install all transformers, transformer pads for single phase padmount transformers, and all electrical pull-boxes, handholes and pedestals.
- e) The depth of the underground conductors will be no less than 24” below final grade. A separation of 12” is required between the City’s facilities and any other utility facilities. On all roadway crossings the conduit will be installed no less than 36” below final roadway grade.
- f) The Developer/Builder will be required to mark all proposed property corners and grade all proposed installation areas to within six (6) inches of final grade before installation of conduit or conductors is to begin. In the event the underground electrical distribution system installation is completed, and the Developer has regraded to a level in which the City’s equipment does not meet City engineering standards, the Developer will be required to reconstruct the facilities.
- g) The City will make, or adjust, charges to the owner to collect the actual additional costs to the City due to adverse conditions, such as: the composition of the land where the underground facilities are to be installed is such that standard construction equipment cannot be used to complete the installation; or special equipment materials are needed for stream crossing, structures or concrete structures; or dynamite is required; or if abrupt changes in final grade levels exceed a slope ratio of one (1) when measured within three (3) feet of the trench.

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- a) Services to individual residential dwellings or lots will be in accordance with the City of Shelby Underground Electric Service for Single Phase Residential and Commercial Customers.
- b) Single Phase Residential and Commercial Customers requesting electric service for structures in such subdivisions must be served underground in accordance with the City of Shelby Underground Electric Service for Single Phase Residential and Commercial Customers regulation.

### **Multi-Dwelling Structures**

For service to multi-dwelling structures, the Developer/Builder will be required to furnish and install a multi-gang meter facility on one common side of the structure as approved by the City. Each meter base shall be permanently marked and maintained as to the Customer address it feeds prior to being energized.

## **11. Relocation of City Facilities**

Customers requesting the City to relocate installed facilities will pay for the cost of this relocation prior to any construction.

When an individual Customer requests the City to convert an existing residential overhead service to underground service, the Customer will pay the cost for the conversion prior to any construction.

When an individual Customer requests the City to convert an existing commercial or industrial overhead service to underground service, the Customer will furnish the provisions for new underground services plus the cost of all new equipment, cost for removal of overhead electric service as determined by the City Electric Department.

When a Developer/Builder or Customer requests multi-phase service in a development which the City has designed or installed a single-phase service, the Developer/Builder or



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Customer will be required to install a concrete pad for the three-phase transformer and pay for the entire cost to install the additional facilities necessary to provide the service.

Costs to relocate a service or convert an overhead service to underground service can be found in the City of Shelby Fees Schedule. All fees are regularly reviewed (at least annually) and are subject to change.

## **12. Street Lighting**

The purpose of street lighting is to illuminate roadways within the City of Shelby. Street lighting is not for lighting structures or commercial properties or for or crime prevention purposes.

The purpose of this document is to establish guidelines for effectively lighting the public streets under the control of the City of Shelby. Proper street lighting not only serves the needs of the motoring public but also contributes to the livability of the public along the streets. Street lighting also contributes to personal safety and security, as well as comfort and welcome of pedestrians along the streets. Street lighting influences the public's choice of transportation, i.e., driving, walking, riding a bike, or bus. Care should be taken to balance the needs for cars, trucks, buses, pedestrians, and bicyclists.

Street lighting considerations involve a variety of engineering design issues. These may include issues such as wattage, color of light, shielding of light, energy efficiencies, or mounting heights. Because of ongoing research in the field of lighting, street lighting and outdoor lighting plans should be reviewed and updated on a regular basis.

The street lighting requirements contained herein shall apply to new installations. Existing street lighting shall be evaluated and improvements made according to these guidelines as time permits and funds are made available.



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Replaces Service Regulations Effective September 2005

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### **Street Classification**

The appropriate classification for each street under the control of the City of Shelby should be determined by the role each street plays as part of the entire traffic system. The criteria for determining street classification should include the following:

- i. Average daily traffic volume.
- ii. Non-automobile use (trucks, buses, pedestrians).
- iii. Posted speed limit.
- iv. Spacing of connecting streets.
- v. Length of streets.
- vi. Number of traffic lanes.
- vii. Points of access (driveways) per mile.
- viii. Proximity to public or community buildings (example: fire station, city hall, community center).
- ix. Visibility (example: curves, hills, visual obstructions).

For the purpose of these guidelines the streets are divided into five (5) categories.

#### Major Thoroughfare

Major thoroughfares consist of interstate, other freeway, expressway, or parkway links, and major streets that provide for the expeditious movement of high volumes of traffic within and through urban areas.

#### Minor Thoroughfare

Minor thoroughfares collect traffic from collector, subcollector, and local streets and carry it to the major thoroughfare system. Minor thoroughfares may be used to supplement the major thoroughfare system by facilitating movement of moderate volumes of traffic within and through urban areas and may also serve abutting property.

#### Collector



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A street whose principal function is to carry traffic between cul-de-sac, local, and subcollector street, and streets of higher classification, but which may also provide direct access to abutting properties.

### Sub Collector

A street whose principal function is to provide access to abutting properties, but which is also designed to be used or is used to connect local streets with collector or higher classification streets.

### Local Residential/Cul-de-Sac/Marginal Access

A street whose primary function is to provide access to abutting properties.

### Fixture

The standard street lighting fixture shall be a 73-watt LED Road Focus fixture with an appropriate length of arm and a photoelectric cell operated switch. Nonstandard fixtures may be selected by the City for special applications or lighting designs that are required to meet the criteria as set forth by IES RP-8-00.

### Spacing

The spacing of fixtures shall generally be as follows:

Major Thoroughfare	To be determined by ANSI/IESNA RP-8-00
Minor Thoroughfare	100 – 200 ft.
Collector	100 – 200 ft.
Sub Collector	100 – 250 ft.
Local Residential/Cul-de-Sac	
Marginal Access	100 – 250 ft.

Final layouts shall be determined on a case-by-case basis based on site specific factors. Spacing may be accomplished by staggered or single side layout and will be determined by the City.

### Mounting Height

The fixture mounting height shall be a minimum of 23 feet and a maximum of 35 feet from grade, unless determined otherwise by the Electric Superintendent.



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### Voltage Drop

All street lighting electrical circuits of 120/240 volts shall be limited to 5% voltage drop.

### General

Street lighting should be placed at all intersections and at other high volume pedestrian areas when practical. Where sidewalks exist on only one side of the street, street lighting should be placed on that side to provide illumination for pedestrians. A street light should be placed on each side of a cul-de-sac at the point where the tangent meets the circular outside of the cul-de-sac. On streets with sidewalks and a high volume of pedestrian traffic, such as in the vicinity of shopping centers, theaters, uptown district, or stadiums, the addition of lower pedestrian-oriented type streetlights should be considered.

Where the City has an existing pole line, these poles will be used for street lighting purposes whenever possible. Additional poles will be added as required. Fixtures added to a street with City standard lighting shall be similar in style and illumination to the existing fixtures.

Street light support shall not be placed within 4 feet of a fire hydrant or 5 feet of a residential driveway.

### **Request for Street Lighting Alterations**

When a request is received for street lighting rearrangement, installation, or removal the City Shall:

- a) Review any existing street lighting to determine if illumination levels are presently in compliance with these guidelines.
- b) Review the street for conditions which may require special safety considerations.

Requests for street lighting alterations may require written approval by all property owners fronting the street in question.

In cases where the existing street lighting complies with these guidelines, and the requesting party or parties still desire alternations to any street lighting, all costs shall be paid in full by the requesting party or parties prior to any modifications being completed.



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All modifications shall be at the discretion and require the approval of the Director of Energy Services.

### **Decorative or Non-Standard Lighting**

The City has compiled a list of decorative or non-standard poles and fixtures that meet the City's requirements. Prior to installation, existing neighborhoods may request an approved decorative or non-standard fixture and pole to replace the standard wood pole and fixture.

If approved by the City the following shall apply.

- a) All poles and fixtures installed in the neighborhood shall be compatible.
- b) Lighting levels and layout must be approved by the City prior to installation.
- c) All upfront engineering fees shall be paid by the Developer/Builder or neighborhood prior to design work.
- d) Costs for all decorative or non-standard poles, fixtures and additional materials chosen shall be paid by the Developer/Builder or neighborhood prior to lighting installation. Additional underground cost for labor and materials shall also be paid by the Developer/Builder or neighborhood prior to lighting installation. All costs to the Developer/Builder or neighborhood shall be estimated by the City and provided to the Developer/Builder by a City of Shelby Electric Representative via email. Fees for lighting can be found in the City of Shelby's Fees Schedule. All fees in the Fees Schedule are reviewed, at a minimum annually, and are subject to change.

## **13. Outdoor Rental Area Lighting**

- a) Outdoor Area Lighting will be supplied in accordance with the City of Shelby Outdoor Lighting Contract and the Electric Service Installation Provisions Form. The service supplied by the City will include furnishing and installing the lighting units requested by the Customer and connecting the same to the City's system, all in accordance with the City's service requirements. These facilities, with automatic control, will be owned, maintained, and operated by the City. The City will furnish the electricity required for the illumination of the lamps from dusk to dawn. The



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City will perform, as soon as practicable during regular working hours, necessary maintenance to restore illumination after the Customer has notified the City that the lamp is not burning. Any area lighting not in accordance with this regulation must be approved by the Director of Energy Services.

- b) This service shall be for use in lighting of outdoor areas by means of LED fixtures installed on brackets extending (4) four feet or less from a City owned pole. These lighting units can be installed on City owned poles on which overhead secondary voltage exists, or to which such voltage can be extended without additional transformer installation.

### **Rental Area Lighting Units Available**

Outdoor area lighting options currently offered are listed in the [Outdoor Lighting Brochure](#). The monthly rate for the selected combination of fixture and pole can be found in the City of Shelby Fees Schedule. All fees are regularly reviewed (at least annually) and are subject to change.

### **Installing Area Lighting**

- a) Customer requests for Rental Area Lighting installations will be submitted to the Customer Services Office by the Customer. The Utilities Services Specialist will meet with the Customer and determine the proper placement of the lights.
- b) Rental Area Lighting will be placed on Customer property only where a utility line truck has access. No Area Light Poles will be set in locations inaccessible to a line truck.

### **Disconnecting Area Lighting**

Customer/Property Owner requests for Rental Area Lighting disconnects shall be submitted to the City of Shelby Customer Services Office by the Customer/Property Owner. The procedure below shall be followed for Area Light disconnects:





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- a) Disconnect orders require the Service Crew to disconnect electric service from the lighting fixture. In the event the Property Owner desires the entire unit to be removed, the pole, light fixture, and secondary cable will be removed.
- b) The Customer/Property Owner will be informed prior to any disconnect that any damage to driveways or grounds will not be the responsibility of the City of Shelby.
- c) Disconnects shall be completed within ten (10) working days of the receipt of the service order in the Electric Division, weather permitting.

### **Replacing or Repairing Area Lighting**

In the event an area lighting unit is not operating, the Service Crew will make an attempt to repair the existing unit with available “in stock” repair parts. When these parts are not available or have been exhausted, the lighting unit will be replaced with available lighting units.

## **14. Structure or Equipment Moving – Customer Requirements**

The Customer requesting the City assist in providing safe clearance of its electrical facilities will be required to meet the following conditions.

- a) The Customer will be required to give the City advance written notice of the structure or equipment to be moved, the loaded height and the loaded width of the structure or equipment, and a route map three weeks prior to the movement.
- b) The City will not approve any proposed route that is not previously approved by the other local utility companies and the N.C. Department of Transportation, if required. The City will approve the route with corrections as necessary and the Customer be required to show this approved route to the Service Crew performing the clearances before beginning the move.
- c) The Customer will be required to pay all costs involved prior to construction to provide safe clearances of the City’s electrical facilities. At the Customer's request, the City will give the Customer an estimate of the cost of these clearances which is



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only an estimate, and the costs may vary due to other complications. The customer will be responsible for the additional costs.

- d) The Customer will be required to pay all costs for any damage to the City's equipment and facilities if the Customer fails to notify the City according to the above regulation.
- e) The City will not be held liable for any damage or injuries from City facilities due to failure with this regulation.

## **15. Service Interruptions**

- a) Neither party shall be liable for delays in delivery or performance, or for failure to deliver or perform when caused by any of the following: Acts of God, acts of the public enemy, acts or failures by the other party, acts of civil or military authority, governmental priorities, strikes or other labor disturbances, hurricanes, earthquakes, fires, floods, epidemics, embargoes, war, riots, delays in transportation, loss or damage to goods in transit, and other causes beyond the reasonable control of the party. In the event of such delay, the date of delivery or performance shall be extended for a period equal to the effect of the time lost by reason of the delay. The delayed party shall use its reasonable efforts to minimize the period of delay wherever possible.
- b) The City reserves the right to suspend service without liability on its part at such times and for such periods and in a manner as it may deem advisable for (a) the purpose of making necessary adjustments to, changes in, or repairs to lines, substations, and facilities; (b) in cases where the continuance of service to the Customer's premises would endanger persons or property; (c) if the City in good faith believes, because of civil disorder, riot, insurrection, war, weather, fire, or other condition beyond a reasonable control of the City for protection of the public or employees of the City; (d) if ordered by a duly constituted public authority.
- c) Whenever the City contemplates a scheduled suspension of service, it will make reasonable effort to coordinate the same with Customers and to give advance notification of the intent to suspend service and the reason, therefore.



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- d) In the event of a power shortage or an adverse condition or disturbance on the system of the City or any other directly or indirectly interconnected system, the City may, without incurring liability, take such emergency action as, in the judgment of the City, may be necessary. Such emergency action may include, but not be limited to reduction or interruption of the supply of electricity to some Customers or areas in order to compensate for a power supply shortage on the City's system or to limit the extent or duration of the adverse condition or disturbance on the City's system, or to prevent damage to the Customer's equipment or the City's transmission facilities, or to expedite the restoration of service. The City may also reduce the supply of electricity to compensate for an emergency condition on an interconnected system,
- e) In the event the City should fail to supply any utility service contracted for, whether from causes beyond its control or accidents, the City shall not be liable for damages by reason of such failure.

## **16. Assignment of Rate Schedules**

The City Customer Services Department determines which rate schedule is applicable for each meter in the City's electric system. Rate schedules are detailed in the City of Shelby Fees Schedule.

## **17. Right to Appeal**

Any Customer served or to be served in accordance with these Electric Service Terms and Conditions has the option to dispute an and interpretation of the regulations made by a City of Shelby Employee or Representative. Appeals should be made in writing to the Director of Energy Services and resolved by the City Manager utilizing the administrative appeals process.



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## **City of Shelby Electric Service Terms and Conditions**

### Appendix

Appendix X – Electric System Load Data Sheet

Appendix X – Electric Service Installation Provisions

Appendix X – City of Shelby New Development Electric Service Agreement

Appendix X – Outdoor Lighting Contract



**Schedule ERS21**  
**Effective July 1, 2024**  
Replaces schedule effective 07/01/2023

**RESIDENTIAL ELECTRIC SERVICE**

**AVAILABILITY**

This service is available only to residential customers in residences, condominiums, mobile homes or individually metered apartments.

Charges are calculated as follows:

	<b>All Year</b>
Basic Facilities Charge	\$18.00
Energy Charges:	
All kWh	\$0.09012 per kWh

Applicable Renewable Energy Portfolio Standards (REPS) charges will be added as per the Renewable Energy Portfolio Standards (REPS) Charge schedule.

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.



**Schedule ELSMW**  
**Effective July 1, 2024**  
 Replaces schedule effective 7/1/2023

**SMALL GENERAL/INDUSTRIAL ELECTRIC SERVICE**

**AVAILABILITY**

Electric Service under this rate is available to the non-residential customer with monthly demand of 100kW or less.

Charges are calculated as follows:

	Rate
Basic Facilities Charge	\$29.00
	<b>All Year</b>
Demand Charge:	
First 30 kW	No Charge
All kW Over 30	\$ 8.50
Energy Charge:	
First 3,000 kWh	\$0.11820 per kWh
All Over 3,000 kWh	\$0.07574 per kWh

Applicable Renewable Energy Portfolio Standards (REPS) charges will be added as per the Renewable Energy Portfolio Standards (REPS) Charge schedule.

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.



**Schedule EMLG1  
Effective July 1, 2024**

Replaces schedule effective 7/1/2023

**MEDIUM/ LARGE GENERAL ELECTRIC SERVICE**

AVAILABILITY

Electric Service under this rate is available to the non-residential customer whose monthly demand exceeds 100 kW but less than 500 kW in any three months out of twelve consecutive monthly billing periods, including the current billing period.

Charges are calculated as follows:

	Rate
Basic Facilities Charge	\$100.00
	<b>All Year</b>
Demand Charge:	
All kW	\$8.59 per kW
Energy Charge:	
All kWh	\$0.06224 per kWh

Applicable Renewable Energy Portfolio Standards (REPS) charges will be added as per the Renewable Energy Portfolio Standards (REPS) Charge schedule.

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.



**Schedule EVLGG**  
**Effective July 1, 2024**  
 Replaces schedule effective 7/1/2023

**VERY LARGE GENERAL ELECTRIC SERVICE**

**AVAILABILITY**

Electric Service under this rate is available to the non-residential customer whose monthly demand is 500 kW or greater in any three months out of twelve consecutive monthly billing periods, including the current billing period.

Charges are calculated as follows:

	Rate
Basic Facilities Charge	\$250.00
	<b>All Year</b>
Demand Charge:	
All kW	\$9.00 per kW
Energy charge:	
All kWh	\$0.05728 per kWh

Applicable Renewable Energy Portfolio Standards (REPS) charges will be added as per the Renewable Energy Portfolio Standards (REPS) Charge schedule.

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.





**Schedule ECPEAK & ECPK1**  
**Effective October 1, 2016**  
Replaces schedule effective 7/1/2014

**COINCIDENT PEAK ELECTRIC SERVICE**

**AVAILABILITY**

Electric Service under this rate is available to new commercial or industrial loads which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 500 kW but be less than 3,000 kW during at least three months of a twelve-month period.

Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single contiguous site or premises.

This Schedule is not available for auxiliary or breakdown service and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event the City is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and/or permits.

**TYPE OF SERVICE**

The City will furnish 60-Hertz service through one meter, at one delivery point, at one of the following approximate voltages where available:

Single-phase, 120/240 volts; or

3 phase, 208Y/120 volts, 480Y/277 volts; or

3 phase, 3 wire, 240, 480, 575, or 2400 volts, or

3 phase 4160Y/2400, 12470Y/7200, or

3 phase voltages other than the foregoing, but only at the City's option, and provided that the size of the Customer's load and the duration of the Customer's contract warrants a substation solely to serve that Customer, and further provided that the Customer furnish suitable outdoor space on the premises to accommodate a ground-type transformer

**COINCIDENT PEAK ELECTRIC SERVICE**  
**Schedule ECPEAK & ECPK1**  
**Effective October 1, 2016**

Replaces schedule effective 7/1/2014

installation, or substation, or a transformer vault built in accordance with the City's specifications.

The type of service supplied will depend upon the voltage available at or near the Customer's location. Prospective customers should ascertain the available voltage by inquiry at the office of the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators and all motors of more than 25 HP must be of the slip ring type except that the City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

**RATE**

	Rate	
Basic Facilities Charge	\$500.00	\$500.00
Minimum Demand: 30kW		
	<b>Summer (June-September)</b>	<b>Non-Summer (October-May)</b>
Demand Charge:		
All kW	\$18.00	\$5.00
Excess Demand	\$3.50 per kW	\$3.50 per kW
Energy charge:		
On-Peak	\$0.05680 per kWh	\$0.04988 per kWh
Off-Peak	\$0.05038 per kWh	\$0.04543 per kWh

**DEFINITION OF "MONTH"**

The term "month" as used in the Schedule means the period intervening between meter readings for the purposes of monthly billing, such readings being taken once a month.

**DETERMINATION OF BILLING DEMAND**

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

**COINCIDENT PEAK ELECTRIC SERVICE**  
**Schedule ECPEAK & ECPK1**  
**Effective October 1, 2016**

Replaces schedule effective 7/1/2014

**On-Peak Periods:**

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm – 6pm
December-February	7am – 9am
All other months	7am – 9am and 2pm – 6pm

**HOLIDAYS**

The following days of each calendar year are considered holidays:

New Years Day	Labor Day
Good Friday	Thanksgiving Day and the Friday following
Memorial Day	Christmas Day
Independence Day	

In the event that any of the foregoing Holidays falls on a Saturday, the preceding Friday shall be deemed to be the Holiday. In the event any of the foregoing Holidays falls on a Sunday, the following Monday shall be deemed to be the Holiday.

**PEAK MANAGEMENT DAYS**

Peak Management Days are the days on which NCMPA1 notifies its Participants to activate their peak management programs during On-Peak periods. The Peak Management Day used to establish the city's wholesale billing demand is the one Peak Management Day during the month on which NCMPA1 experienced the greatest average load (determined as the average of NCMPA1's integrated hourly loads during the hours of the On-Peak Period).

**EXCESS DEMAND**

Excess demand shall be the difference between the maximum integrated clock hour kW demand recorded during the current billing month and the Billing Demand for the same billing month.

**NOTIFICATION BY CITY**

The City will use diligent efforts to provide advance notice to the Customer of Peak Management Days if requested. However, the City does not guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its response to notification.

**DETERMINATION OF ENERGY**

The kWh of energy shall be the sum of all energy used during the current billing month as indicated by watt-hour meter readings.

## **COINCIDENT PEAK ELECTRIC SERVICE**

### **Schedule ECPEAK & ECPK1**

**Effective October 1, 2016**

Replaces schedule effective 7/1/2014

#### ON-PEAK ENERGY

For billing purposes in any month, On-Peak Energy, in kWh, shall be the metered energy during the On-Peak Energy Period, whereby the On-Peak Energy Period is defined as non-holiday weekdays from 7:00 AM to 11:00 PM.

#### OFF-PEAK ENERGY

For billing purposes in any month, Off-Peak Energy, in kWh, shall be the metered total monthly energy less the amount of energy billed in that month under On-Peak Energy.

#### POWER FACTOR CORRECTION

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing by the average power factor in percent for that month.

#### CONTRACT PERIOD

Each customer shall enter into a contract to purchase electricity from the City for a minimum original term of one (1) year, and thereafter from year to year upon the condition that either party can terminate the contract at the end of the original term, or at any time thereafter, by giving at least sixty (60) days prior notice of such termination in writing; but the City may require a contract for a longer original term of years where the requirement is justified by the circumstances.

Applicable Renewable Energy Portfolio Standards (REPS) charges will be added as per the Renewable Energy Portfolio Standards (REPS) Charge schedule.

North Carolina sales tax of 7% shall be added to the customer's total charges for each month, determined in accordance with the above electric rates.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**RENEWABLE ENERGY PORTFOLIO STANDARDS (REPS) CHARGE**

**APPLICABILITY**

The Renewable Energy Portfolio Standards Charge set forth in this Rider is applicable to all customer accounts receiving electric service from the City of Shelby (“City”), except as provided below. These charges are collected for the expressed purpose of enabling the City to meet its Renewable Energy Portfolio Standards compliance obligations as required by the North Carolina General Assembly in its Senate Bill 3 ratified on August 2, 2007.

**BILLING**

Monthly electric charges for each customer account computed under the City’s applicable electric rate schedule will be increased by an amount determined by the table below:

Monthly Charges			
<u>Customer Type</u>	<u>Renewable Resources</u>	<u>DSM/Energy Efficiency</u>	<u>Total REPS Charge</u>
Residential Account	\$ 0.82	\$0.00	\$ 0.82
Commercial Account	\$ 4.47	\$0.00	\$ 4.47
Industrial Account	\$46.08	\$0.00	\$46.08

**EXCEPTIONS**

**Industrial and Commercial Customer Opt-out**

All industrial customers, regardless of size, and large commercial customers with usage greater than one million kWh’s per year can elect not to participate in City’s demand-side management and energy efficiency measures in favor of its own implemented demand-side management and energy efficiency measures by giving appropriate written notice to the City. In the event such customers “opt-out”, they are not subject to the DSM/Energy Efficiency portion of the charges above. All customers are subject to the Renewable Resources portion of the charges above.

**Auxiliary Service Accounts**

The following service schedules will not be considered accounts because of the low energy use associated with them and the near certainty that customers served under these schedules already will pay a per account charge under another residential, commercial or industrial service schedule:

- Outdoor Lighting Service (metered and unmetered)
- Street and Public Lighting Service
- Traffic Signal Service

Applicable North Carolina sales tax will be added to charges under this Rider.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**ELECTRIC RATE RIDER RECR-1**  
Renewable Energy Credit Rider

**AVAILABILITY**

This optional rate rider is applicable to customers who had systems installed before July 1, 2024 on any City of Shelby (“City”) rate schedule who operate solar photovoltaic, wind powered, or biomass-fueled generating systems, with or without battery storage, located and utilized at the customer’s primary residence or business. To qualify for this rate rider, the customer must have complied with the City’s Interconnection Standards and have an approved Interconnection Request Form. As part of the Interconnection Request Form approval process, the City retains the right to limit the number and size of renewable energy generating systems installed on the City’s System. The generating system that is in parallel operation with service from the City and located on the customer’s premises must be manufactured, installed, and operated in accordance with all governmental and industry standards, in accordance with all requirements of the local code official, and fully conform with the City’s applicable renewable energy interconnection interface criteria. Qualified customers must be generating energy for purposes of a “buy-all/sell-all” arrangement to receive credits under this rate rider. That is, the City agrees to buy all and the customer agrees to sell all of the energy output and associated energy from the renewable energy resource. Customers with qualified systems may also apply for NC GreenPower credits or sell Renewable Energy Certificate (“REC”) credits.

All qualifying facilities have the option to sell energy to the City on an “as available” basis and receive energy credits based on the Variable Rates identified in this Rider for the delivered energy.

**MONTHLY CREDIT**

**Avoided Cost Credit Rate\*\*** (\$ per kWh):

	<u>Variable</u>
On-Peak energy*	\$0.04041
Off-Peak energy	\$0.01366

\* These energy credits include a capacity component.

\*\*For generation equal to or less than 20 kW the on-peak energy avoided cost credit rate can be applied to all hours.

### MONTHLY ENERGY

Monthly Energy shall be the total kWh of energy produced by the generating facility during the current calendar month. All energy produced by the Customer's renewable energy generating system must be delivered to the City, since the city does not offer net metering at this time.

### ON-PEAK ENERGY

On-Peak Energy shall be the metered energy during the On-Peak Energy Period of the current calendar month, whereby the On-Peak Energy Period is defined as non-holiday weekdays from 7:00 AM to 11:00 PM EPT.

### OFF-PEAK ENERGY

Off-Peak Energy shall be the Monthly Energy less the amount of energy billed as On-Peak Energy.

### CONTRACT PERIOD

Prior to receiving service under this Rider, the City and the customer shall have entered either an Interconnection Agreement or executed a Certificate of Completion (inverter-based generators less than 20 kW) and a Power Purchase Agreement which covers the special terms and conditions for the customer's requirements related to the interconnection of the customer's renewable energy generating system.

Each of these agreements shall have a minimum term of one (1) year. Either party may terminate the agreements after one year by giving at least thirty (30) days previous notice of such termination in writing.

### GENERAL

Service under this Rider is subject to the provisions of the Service Regulations of the City contained in the City of Shelby Terms of Conditions of Electric Service and Electric Service Regulations.

### SPECIAL CONDITIONS

The customer's service shall be metered with two meters, one of which measures all energy provided by the City and used by the customer, and the other measures the amount of energy generated by the customer's renewable energy generator which is provided to the City.

In the event that the City determines that it is necessary to install any additional equipment to protect the safety and adequacy of electric service provided to other customers, the customer shall pay for the cost of such equipment in accordance with the terms of its Power Purchase Agreement.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**ELECTRIC RATE RIDER RECR-2**  
**Renewable Energy Credit Rider**

**AVAILABILITY**

This optional rate rider is available to customers who had systems installed after July 1, 2024 or if an existing system may elect this rider after July 1, 2023 and are on any City of Shelby (“City”) rate schedule who operate solar photovoltaic, wind powered, or biomass-fueled generating systems, with or without battery storage, located and utilized at the customer’s primary residence or business. To qualify for this rate rider, the customer must have complied with the City’s Interconnection Standards and have an approved Interconnection Request Form. The generating system that is in parallel operation with service from the City and located on the customer’s premises must be manufactured, installed, and operated in accordance with all governmental and industry standards, in accordance with all requirements of the local code official, and fully conform with the City’s applicable renewable energy interconnection interface criteria. Customers with qualified systems may also sell Renewable Energy Certificate (“REC”) credits.

All qualifying facilities have the option to sell energy to the City on an “as available” basis and receive energy credits based on the Variable Rates identified in this Rider for the delivered energy.

**MONTHLY CREDIT**

Avoided Cost Credit Rate\*\* (\$ per kWh):

	<u>Variable</u>
On-Peak energy*	\$0.04041
Off-Peak energy	\$0.01366

\* These energy credits include a capacity component.

\*\*For generation equal to or less than 20 kW the on-peak energy avoided cost credit rate can be applied to all hours.

**MONTHLY ENERGY**

Monthly Energy shall be the net kWh of energy produced by the generating facility in a month which in some cases is the calendar month and exported to the utility.



### ON-PEAK ENERGY

On-Peak Energy shall be the net metered energy during the On-Peak Energy Period of the month, whereby the On-Peak Energy Period is defined as non-holiday weekdays from 7:00 AM to 11:00 PM EPT.

### OFF-PEAK ENERGY

Off-Peak Energy shall be the net Monthly Energy less the amount of energy billed as On-Peak Energy.

### CONTRACT PERIOD

Prior to receiving service under this Rider, the City and the customer shall have entered either an Interconnection Agreement or executed a Certificate of Completion (inverter-based generators less than 20 kW) and a Power Purchase Agreement which covers the special terms and conditions for the customer's requirements related to the interconnection of the customer's renewable energy generating system.

Each of these agreements shall have a minimum term of one (1) year. Either party may terminate the agreements after one year by giving at least thirty (30) days previous notice of such termination in writing.

### GENERAL

Service under this Rider is subject to the provisions of the Service Regulations of the City contained in the City of Shelby Terms of Conditions of Electric Service and Electric Service Regulations.

### SPECIAL CONDITIONS

The customer's service shall be metered with a bi-directional meter, which measures the energy provided by the City and used by the customer, and measures the amount of energy generated by the customer's renewable energy generator and exported to the City.

In the event that the City determines that it is necessary to install any additional equipment to protect the safety and adequacy of electric service provided to other customers, the customer shall pay for the cost of such equipment in accordance with the terms of its Power Purchase Agreement.



**Schedule EDR  
Effective December 1, 2021**

**ECONOMIC DEVELOPMENT RIDER**

**APPLICABILITY**

The Economic Development Rider is applicable to customer accounts receiving permanent electric service from the City of Shelby (“City”), after December 1, 2021, that meet the following criteria:

- 1) New commercial or industrial customers which enter into a service agreement with the city where the noncoincident peak demand of the new load must exceed 500 kW.
- 2) Existing commercial or industrial customers which enter into a new service agreement with the city for either a new or expanded separately metered service where the noncoincident peak demand of the new or expanded service load exceeds 500 kW.

This rider is available in conjunction with service under any of the City’s applicable Commercial or Industrial rate schedules.

Any Customer desiring to receive service under this rider shall provide written notification to the City of such desire. Such notice shall provide the City with information concerning the load to be served. The Customer’s information shall provide the basis to the City that the characteristics of the load will meet the minimum eligibility requirements of this rider and the electric rate schedule to which this rider applies.

The Discount Schedule applicable below will be based on the information provided by the customer in the written notification and agreed to by the city.

All terms and conditions of the electric rate schedule, whichever is applicable to the Customer, shall apply to service supplied to the Customer except as modified by this Rider.

**MONTHLY CREDIT**

The Customer will receive a Monthly Credit on the bill calculated on the then-effective electric rate, whichever is applicable to the Customer. The schedule of Monthly Credits will be calculated as described below under the heading “Application of Credit”.

**Economic Development Rider  
Schedule EDR  
Effective December 1, 2021**

**APPLICATION OF CREDIT**

Beginning with the date on which service under the then-effective electric rate is to commence for the eligible load, a Monthly Credit based on the applicable discount schedule below will be applied to the total bill, including the Customer Charge, Demand Charges, Energy Charges, or Minimum Bill, excluding other applicable riders and special charges, if any.

Discount Period	Discount
Months 1-12	20%
Months 13-24	15%
Months 25-36	10%
Months 37-48	5%
After Month 48	0%

**Contract Period**

Customers receiving service under this rider will be subject to a ten-year contract period.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2022

**OUTDOOR LIGHTING SCHEDULE**

Standard Outdoor LED Lighting Rental Rate

<b><u>Road Focus Fixture</u></b>	<b><u>Monthly Rate</u></b>
40 Watt 30' Wooden Pole	\$12.03
73 Watt 30' Wooden Pole	\$13.37
161 Watt 30' Wooden Pole	\$16.86

Specialty Outdoor LED Lighting Rental Rate

<b><u>American Revolution Fixture</u></b>	<b><u>Monthly Rate</u></b>
Wadsworth Pole	\$26.39
Hadco Pole	\$22.81
Shakespeare Pole 15'	\$17.23
Shakespeare Pole 18'	\$17.83
<b><u>Washington Fixture</u></b>	
Wadsworth Pole	\$37.88
Hadco Pole	\$34.30
Shakespeare Pole 15'	\$28.73
Shakespeare Pole 18'	\$29.33
<b><u>Independence Fixture</u></b>	
Wadsworth Pole	\$32.74
Hadco Pole	\$29.16
Shakespeare Pole 15'	\$23.58
Shakespeare Pole 18'	\$24.18

**Outdoor Lighting Schedule**  
**Effective July 1, 2024**

**Granville III Fixture**

**Monthly Rate**

Burlington Pole	\$41.29
Wadsworth Pole	\$33.89
Hadco Pole	\$30.30
Shakespeare Pole 15'	\$24.73
Shakespeare Pole 18'	\$25.33

**Road Focus Fixture**

40 Watt 26' Fiberglass Pole	\$18.05
40 Watt 35' Fiberglass Pole	\$19.85
73 Watt 26' Fiberglass Pole	\$19.40
73 Watt 35' Fiberglass Pole	\$21.20
161 Watt 26' Fiberglass Pole	\$22.89
161 Watt 35' Fiberglass Pole	\$24.69

**Additional Equipment Cost Due Before Installation**

Additional 30' Standard Wooden Pole	Actual Cost
Additional 35' Standard Wooden Pole	Actual Cost
Additional Bracket 6 ft, 8 ft, 12 ft or 20 ft	Actual Cost
	Actual Cost
	Actual Cost
	Actual Cost
Additional Down Guy	Actual Cost
Additional Span Guy	Actual Cost
Underground Secondary Conductor	Actual Cost
House Shield – American Revolution	Actual Cost
House Shield – Independence Fixture	Actual Cost



**Effective July 1, 2019**

### **ELECTRIC EVENT PANEL FEES**

Event panels are available for use uptown in specific locations. Request for the use of the event panels must be made during the event application process and paid for prior to the event.

#### **Event panel**

Energy charge - \$5.00/day

Rental charge - \$10.00/day

Total charge per day would be \$15.00 per event panel.

Multiple panels are available for rental.

#### **Stage panel**

Energy charge - \$10.00/day

Rental charge - \$100.00/day

Total charge per day would be \$110.00 per stage panel.

### **Full Day Rentals Only**

**Must be paid in advance with event application.**



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2019

**ELECTRIC INCENTIVES**

	<u>Existing Home</u>	<u>New Construction</u>
Air Source Heat Pump 15.2–17.1 SEER2	\$300	\$400
Air Source Heat Pump 17.2+ SEER2	\$400	\$400
Geothermal Heat Pump	\$500	\$500
Water Heater	\$150	\$150



**Effective June 4, 2024**

**ELECTRIC INSTALLATION AND RELOCATION FEES**

Type	Requirements	Cost
All Electric Service Lines	Up to 100' of Service	\$300
	All Services over 100'	\$300 + \$10 per ft. over 100'
Electric Infrastructure for all dwellings except apartments*	Per Unit	\$2,200
Electric for Apartments per Infrastructure *	Per Unit	\$1,300

\* If a decorative streetlight, other than the City standard decorative pole and fixture is preferred, the additional cost will be the responsibility of the developer and cost will be added to the per unit cost.

All extensions receive up to 200' free. All extension costs beyond that shall be the responsibility of the developer/customer.

All relocations shall be at actual cost and paid by the developer/customer prior to scheduling.





Effective March 18, 2024

**CITY OF SHELBY NATURAL GAS**  
**GENERAL TERMS AND CONDITIONS**

Gas service to all customers will be subject to the following terms and conditions:

**Definitions.** As used in this Agreement the following terms will have the following meanings:

*Balancing* for Firm Customers who qualify and elect to hedge volumes:

- a. When usage exceeds hedged volumes:
  - a. Balance will be sold to Customer at monthly rate for the class they are in using weighted average cost of gas (WACOG2) as the average incremental commodity price. Any incremental cost or penalties incurred as a result of the City's acquisition of additional gas supply to balance will be added to the WACOG2.
- b. When usage is less than hedged volumes
  - a. City will purchase balance at the lowest Gas Daily Index Price for Transco Zone 4 for the month less zero dollars and twenty cents (\$0.20). Any incremental cost or penalties incurred as a result of the City's sales of excess gas supply to balance will be subtracted from the Gas Daily Index Price.

*Balancing* for Transportation Gas Service Customers is defined in the Schedule 45 tariff.

*City* – City of Shelby, North Carolina, a municipal corporation

*Customer* – Customer means any person, firm, association, or corporation, or any agency of the federal, State, or local government, being supplied with gas services.

*Dekatherm (DT)* – Dekatherm is a unit of energy that is equal to one million British thermal units or ten therms and measures the actual heating value of a specific volume of natural gas.

*Force majeure* – A force majeure event shall mean any act of God; war or other acts of civil or military authority; riot; civil strife; act of terrorism, domestic or foreign; embargo; epidemic(s); governmental rule, regulation, or decree; earthquake, flood, fire, hurricane, tornado, or other

casualty; freezing of wells or lines of pipe; or the unavailability of labor or materials to the extent beyond the control of the affected party.

*Governing law* – This agreement and the rights and obligations of the Parties hereunder shall be governed by and construed and interpreted in accordance with the laws of the State of North Carolina.

*Measurements* – The volume and total heating value of the gas delivered hereunder shall be determine as follows:

1. All volumes delivered shall be corrected to the pressure base of 14.73 psia and temperature base of sixty degrees (60) Fahrenheit. The average absolute atmospheric pressure shall be assumed to be fourteen and seven-tenths (14.7) pounds to the square inch, irrespective to actual elevation or location of the point of delivery above sea level or variations in such atmospheric pressure from time to time.
2. When orifice meters are used, volumes delivered shall be computed in accordance with the specification, formulae and tables published in the March 1978 Gas Measurement Committee Report No. 3 of the American Gas Association, and any modifications and amendments thereto and shall include the use of flange connections.
3. Gas volumes will be adjusted for BTU content, pressure, temperature, super compressibility, specific gravity, and any other applicable factors.
4. The temperature of the gas shall be assumed to be sixty degrees (60) Fahrenheit unless the City elects to install a recording thermometer or temperature correcting device. If a recording thermometer is installed, the arithmetical average of the twenty-four (24) hour period will be used to determine the correct temperature.

*Meter* – Meter shall mean any device, or instrument which is used by the City in measuring a quantity of gas.

*Month* – Month shall mean the period between any two regular consecutive readings of the meters measuring the quantity of gas used.

*New York Mercantile Exchange (NYMEX)* – The NYMEX is a commodity futures exchange regulated by the Commodity Futures Trading Commission and is regarded as the largest and world’s leading natural gas price benchmark.

*Notice* – Written notice shall be given to the provided address via first class mail or certified mail return receipt requested, hand delivery, or via email. Customer must provide City with updated address and contact information.

If to the City:  
Attn: City Manager  
City of Shelby  
P.O. Box 207  
Shelby, NC 28151  
Or via confirmed email:  
Rick.Howell@cityofshelby.com

Customer:  
Name and Address of Company Official  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email address:

*State* – State of North Carolina

*Quality* – The gas received by the City shall be of merchantable quality and shall conform to the quality specifications of Williams Transco’s FERC Gas Tariff, as it may be amended from time to time.

*Venue* – Venue shall be in any court of competent jurisdiction over matters in Cleveland County, North Carolina.

*Weighted average cost of gas 1 (WACOG1)* – The City’s base monthly calculation of the average incremental cost of gas supply. This price includes gas purchased at current market prices and gas supplies purchased in association with the City’s hedging policy. Other charges included in the average incremental cost of gas are, but are not limited to, intra-month purchases, any applicable basis, Transco Zone 5 premiums, transportation and fuel charges, and sellbacks for balancing purposes.

*Weighted average cost of gas 2 (WACOG2)* – The City’s alternate monthly calculation of the average incremental cost of gas supply. This price includes gas purchased at market prices and excludes any gas supply pricing related to the City’s hedging policy. Other charges included in the average incremental cost of gas are, but are not limited to, intra-month purchases, any applicable basis, Transco Zone 5 premiums, transportation and fuel charges, and sellbacks for balancing purposes.

Williams Transco Federal Gas Regulatory Commission (FERC) Gas Tariffs – Transco consists of over 9,700 miles of pipeline transporting natural gas presently owned by the Williams Gas Pipeline Company, LLC and regulated by the FERC. The Gas Tariffs may be viewed through the FERC website.

**Service.**

1. A meter of suitable capacity and design shall be furnished and installed on Customer’s premises by the City and shall be and remain the property of the City. Customer shall provide suitable space for the City’s meter and shall protect it from damage. The City’s representatives are hereby authorized to enter said premises at all reasonable hours for the purpose of inspecting customer’s lines and appliances for using natural gas and for reading, inspecting, repairing, or removing its meter and other property. The City will inspect such meters from time to time. Upon written request of the customer, the City will inspect such meters at any reasonable time, if such meters are found to register correctly, the cost of such inspection may be charged to the customer. Please refer to the Customer Service Policy and Schedule of Fees and Charges (Appendix A) for applicable fees. Meters shall be deemed to register correctly if the error is less than two percent (2%).

2. The point of delivery of such service shall be the outlet side of the meter. Upon completion of any and all necessary inspections and issuance of corresponding permits, the City shall not be liable to the customer or any of their agents, assigns, servants, or employees, or to any person whomsoever, for any loss, damage, or injury to person or property resulting from said gas or its use after it leaves said point of delivery, all risk thereof and therefrom being assumed by the customer, except when caused by the exclusive negligence or willful acts of the employees of the City.
3. Customer agrees that all appliances, equipment, and piping beyond the point of delivery will be installed according to applicable codes and maintained in a safe condition. A violation of this provision shall be grounds for the City to immediately discontinue service until the condition is corrected and inspected.

Customers who are purchasing gas under two or more rate schedules at the same location, through two or more meters, shall not connect piping between the meters or otherwise attempt to misrepresent the quantities of gas purchased that qualify under the City's rate classifications.

4. If service is disconnected for non-payment, Customer shall pay the full amount of the delinquent account plus the applicable non-payment reconnection fee before the City will reconnect service.

If this is a new service, there may be additional charges for extension of service. Please refer to the City of Shelby Customer Service Policy Manual for additional information regarding the City's policies and regulations for starting, disconnecting, or discontinuation of service.

5. Utility charges shall begin when the utility meter is installed. Bills for service hereunder shall be rendered and paid monthly. As defined above, a "month" shall mean the period between any two regular consecutive readings of the meters measuring the quantity of gas used.
6. In the event of a force majeure, neither party will be liable for the nonperformance of any of its obligations except Customer's obligation to pay for service. At no point shall an exception be made as to any obligations if the claiming party caused or contributed to the cause of the force majeure being claimed due to its own negligence or willful misconduct.

If a force majeure causes the inability of either party to meet an obligation under this agreement, the nonperforming party must promptly notify the other in writing and provide an estimate as to the nature of delay and expected resumption of performance. The nonperforming party must take all reasonable actions to minimize damages and resume performance. Financial inability to perform alone shall not relieve a party of its obligation

to perform. Refusal of a party to accede to demands of labor shall not deny that party the benefits of this provision.

7. The Customer agrees that the the City reserves the right to discontinue furnishing utility services to a customer, at any time without notice, upon the failure of the customer to pay bills for utility service, deposits, or to increase deposit amounts as required.
8. Customer further agrees that the City retains the right without notice to discontinue service upon the occurrence of any one or more of the following events:
  - a. Whenever the City has reasonable cause to believe that the customer is receiving utilities without paying for them, or that the City's meters, lines, or other apparatus have in any manner been tampered with.
  - b. Whenever, in the City's opinion, the condition of the customer's lines, equipment, and/or appliances are unsuitable for receiving services, or pose potential safety or health hazards to the City property, City personnel, the customer, or to the public.
  - c. Whenever the City determines that the customer's use of utilities or equipment interferes with or may be detrimental to the City's utilities systems or to the supply of utilities by the City to any other customer, including the violation of any City ordinances regarding the use of any utilities.
  - d. Whenever the customer had denied an authorized City representative access to the City's meters, lines, or other apparatus installed on the customer's premises.
  - e. Whenever it is necessary to prevent fraud upon the City.
9. The City and the Customer shall mutually agree on the appropriate pressure at which gas shall be delivered but in no event shall the City be required to furnish gas to the customer at a pressure exceeding five (5) pounds per square inch gauge.
10. All rate schedules are subject to change upon action of the City Council.

**FIRM RATE CUSTOMERS USING OVER 500 DEKATHERMS (DT)/DAY AVERAGE-ELECTION TO OPT-OUT OF CITY GAS SUPPLY HEDGED PURCHASES.**

All Customer's Total Commodity Rate is computed from adding the Base Commodity Rate (for the applicable rate classification) to the average incremental cost of gas supply for the current period. *See* Definition, WACOG1.

Firm rate customers using over a 500 DT/day average may elect to have the average incremental cost of gas supply for their billing calculated to exclude any City hedged gas supply purchases. The average incremental cost of gas supply for this election will be WACOG2, as defined above. A customer must elect the option to opt-out of the City's hedging gas supply purchases by executing the "Natural Gas Opt-Out Form." The City must approve the timing of any election to

opt-out or to opt-in to the WACOG1 average incremental cost of gas supply. Intentions must be made by March 31 of each calendar year to be eligible for the upcoming winter hedges.

### **CUSTOMER DIRECTED HEDGING POLICY**

Firm sales customers who use more than 1000 DT/day qualify to direct the City to hedge pricing on a portion of their estimated monthly gas supply. Customers who elect to hedge portions of their gas supply costs may direct the City to purchase gas supply for future delivery months within the City's Customer Directed Hedging Policy. The Customer may hedge up to eighty percent (80%) of their anticipated monthly usage. Gas purchased on unhedged supply will utilize the average incremental cost of gas supply for customers who opt-out of the City's hedging program, WACOG2.

The Total Commodity Rate for customers who elect to hedge their gas supply will be computed by adding the Base Commodity Rate (for the applicable rate classification) to the weighted average of the directed hedged gas supply costs for the specific volumes hedged. The average incremental gas supply costs to be used to compute the billing for hedged volumes will include, but not limited to, the customer directed hedged costs, intra-month purchases, applicable basis, Transco 5 premiums, transportation and fuel charges, and sellbacks for balancing purposes.

Customers who elect to hedge their gas supply must execute the "Natural Gas Customer Directed Hedging Form" and enter into a contract with the City of Shelby related to the hedge volumes and pricing. Customers who elect to hedge their gas supply must utilize natural gas as their primary fuel and remain a sales customer in their current rate classification for the duration of any hedges. Intentions must be made by March 31 of each calendar year to be eligible for the upcoming winter hedges.

#### **Guidelines for Customer Directed Hedging Policy**

1. The minimum hedge amount is 15,000 DT month for any month hedging is desired.
2. Hedged volume can vary from month to month.
3. The minimum time period for hedges is a six-month period from the date of the approved initial agreement.
4. Maximum hedged volume should not exceed eighty percent (80%) of projected usage per month.
5. When Customer elects to hedge a portion of the gas supply, the City will provide an estimated price for the hedges. The City will execute the order after confirmation by the Customer. The Customer will receive the actual locked prices once the transaction is completed, which may differ from the estimated prices.
6. Customer may elect to make up to three hedged purchases per year
7. Customer may elect to make hedges for up to three (3) years from the date hedge is completed.
8. Customer will be provided the terms of the fixed price arrangements as well as the actual volumes and NYMEX prices and applicable basis on a confirmation notice.

9. A Customer is not eligible to become a Transportation Gas Service customer during any year that they have directed the City to make hedges on any portion of their gas supply.
10. Should the actual usage, over the period of this agreement, be ten percent over or under your projection, we reserve the right to recover any resulting additional costs the City may incur due to this overage or under-usage.



## **City of Shelby Firm Customer Gas Supply Cost Election to Self-Direct Hedged Gas Supply Purchases**

\_\_\_\_\_(Customer Name and Meter Number)\_\_\_\_\_ hereby certifies that they meet the criteria included in the City of Shelby Natural Gas Terms and Conditions and elects to enter the City's Customer Directed Hedging Program. The Customer shall be eligible to self-direct hedged gas purchases as per the City's Customer Directed Hedging Policy. The Total Commodity Rate for customers who elect to hedge their gas supply will be computed by adding the Base Commodity Rate (for the applicable rate classification) to the weighted average of the directed hedged gas supply costs. The average incremental gas supply costs to be used to compute the billing for hedged volumes will include, but not be limited to, the Customer directed hedged costs, intra month purchases, any applicable basis, Transco Zone 5 premiums, transportation and fuel charges, and sellbacks for balancing purposes. The Customer hedged gas supply costs will be applied to the rate for the hedged volumes, and the rate for the non-hedged volumes will use the weighted average cost of gas WACOG2 for the average incremental cost of gas supply.

A customer is not eligible to become a Transportation Gas Service customer during any year that they have directed the City to make hedges on any portion of their gas supply.

The election start date must be approved by the City and continue indefinitely. If the Customer desires to reverse this election and have the City calculate their average incremental gas supply costs to include the City's gas supply hedges weighted average cost of gas \*WACOG1, the Customer will inform the City in writing, and the City will determine the first available month that the Customer's reversal of this election becomes effective.

[Signatures to Follow]



**Customer**

**City of Shelby**

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
City Approved Effective Date

\_\_\_\_\_  
Company Official Name and Title

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*WACOG1 and WACOG2 are defined in the City of Shelby’s Natural Gas General Terms and Conditions found in the Fee Schedule.



**City of Shelby Firm Customer Gas Supply Cost  
Election to Opt-Out of City Hedged Gas Supply Purchase**

\_\_\_\_\_(Customer Name and Meter Number)\_\_\_\_\_ hereby certifies that they meet the criteria included in the City of Shelby Natural Gas Terms and Conditions, and elects to have their average incremental gas supply costs computed excluding any hedged purchases associated with the City of Shelby hedging program. The Customer’s bill will be computed using weighted average cost of gas \*WACOG2, vs weighted average cost of gas \*WACOG1. The election start date must be approved by the City and continue indefinitely.

If the Customer desires to reverse this election and have the City calculate their average incremental gas supply costs to include the City’s gas supply hedges, the Customer will inform the City in writing, and the City will determine the first available month that the Customer’s reversal of this election becomes effective.

**Customer**

**City of Shelby**

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
City Approved Effective Date

\_\_\_\_\_  
Company Official Name and Title

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\*WACOG1 and WACOG2 are defined in the City of Shelby’s Natural Gas General Terms and Conditions found in the Fee Schedule.



**Schedule 41**  
**Effective July 1, 2014**  
Replaces schedule effective 5/10/2013

**RESIDENTIAL GAS SERVICE**

**AVAILABILITY**

Gas Service under this rate is available for all residential purposes in individual residences and in individual units of multiple-family buildings located where City gas service is available.

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on a firm basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base. For billing purposes, the volume of natural gas billed under this rate schedule shall be billed by the hundred cubic foot units (CCF).

**RATE**

The customer's total bill is calculated using the following components.

$$\text{Total Bill} = \text{FC} + (\text{U} \times \text{CR})$$

FC = Monthly Facilities Charge

U = Customer Monthly Usage in CCF

CR = Total Commodity Rate for the current period in CCF

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity rate to the average incremental cost of gas supply for the current period. This value is computed on a per dekatherm basis and converted to a per hundred cubic feet basis using the current heating value content of the gas. The Total Commodity Rate will be calculated each billing cycle.

**Residential Gas Service**  
**Schedule 41**  
**Effective July 1, 2014**  
Replaces schedule effective 5/10/2013

	<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>
Residential Gas Service	\$8.50	\$6.69 per dekatherm

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.



**Schedule 42**  
**Effective July 1, 2014**  
Replaces schedule effective May 10, 2013

**GENERAL COMMERCIAL AND INDUSTRIAL GAS SERVICE**

**AVAILABILITY**

Gas Service under this rate is available for all non-residential customers where City gas service is available.

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on a firm basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base. For billing purposes, the volume of natural gas billed under this rate schedule shall be billed by the hundred cubic foot units (CCF).

**RATE**

The customer's total bill is calculated using the following components.

$$\text{Total Bill} = \text{FC} + (\text{U} \times \text{CR})$$

FC = Monthly Facilities Charge

U = Customer Monthly Usage in CCF

CR = Total Commodity Rate for the current period in CCF

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity rate to the average incremental cost of gas supply for the current period. This value is computed on a per dekatherm basis and converted to a per hundred cubic feet basis using the current heating value content of the gas. The Total Commodity Rate will be calculated each billing.

**General Commercial and Industrial Gas Service**  
**Schedule 42**  
**Effective July 1, 2014**  
Replaces schedule effective May 10, 2013

	<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>
General Commercial and Industrial Gas Service	\$12.50	\$5.30/dekatherm

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.



**Schedule 43**  
**Effective November 1, 2016**  
Replaces schedule effective May 10, 2013

**HIGH LOAD FACTOR GAS SERVICE**

**AVAILABILITY**

Gas Service under this rate schedule is available to any eligible commercial or industrial consumer using natural gas principally for process stream generation, manufacturing purposes, or any other base-load application, where the use of gas for space heating is only incidental. This rate is not available to consumers whose use of gas during the month of least consumption is less than 50% of the use during the month of greatest consumption

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on a firm basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

The customer must remain on this tariff schedule for a period no less than 12 months before switching tariffs or service.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base. For billing purposes, the volume of natural gas billed under this rate schedule shall be billed by the hundred cubic foot units (CCF).

**RATE**

The customer's total bill is calculated using the following components:

$$\text{Total Bill} = \text{FC} + (\text{U} \times \text{CR})$$

FC= Monthly Facilities Charge

U = Customer Monthly Usage in CCF

CR = Total Commodity Rate for the current period in CCF

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity rate to the average incremental cost of gas supply for the current period. This value is computed on a per dekatherm basis and converted to a per hundred cubic feet basis using the current heating value

**High Load Factor Gas Service**  
**Schedule 43**  
**Effective November 1, 2016**  
Replaces schedule effective May 10, 2013

content of the gas. The Total Commodity Rate will be calculated each billing cycle

	<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>
High Load Factor Gas Service	\$60.00	\$3.58 per dekatherm

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.





**Schedule 44**  
**Effective May 10, 2013**  
Replaces schedule effective 7/10/2011

**INTERRUPTIBLE GAS SERVICE**  
**WITH OR WITHOUT PARTIAL FIRM REQUIREMENTS**

**AVAILABILITY**

Gas service under this rate schedule is available by written contract to eligible large industrial consumers, whose use of gas is principally for process purposes, and where space heating is incidental only. This service is offered only to customers who average daily gas usage is reasonably anticipated to equal or exceed 100 dekatherms per day. Existing customer's consumption must be equal to or greater than 36,500 dekatherms per year to qualify for this rate.

**STANDBY ALTERNATE FUEL CAPACITY**

Customers purchasing gas pursuant to this Rate Schedule shall maintain, in useable condition, alternate fuel facilities with ample on-site alternate fuel capability for supplying 100% of the establishment's gas requirements during periods of gas interruption or curtailment. Such interruption or curtailment shall be immediately effective upon verbal or written notification by the City and Customer shall refrain from using gas until permitted to do so by the City. It is understood and agreed that the City will have the right to suspend gas service without further notice to the Customer in the event the Customer fails to curtail Customer's use of gas in accordance with the City's notice of curtailment.

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on an interruptible basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

The customer must remain on this tariff schedule for a period no less than 12 months before switching tariffs or service.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base. For billing purposes, the volume of natural gas billed under this rate schedule shall be billed by the hundred cubic foot units (CCF).

**RATE**

The customer's total bill is calculated using the following components:

**Interruptible Gas Service  
Schedule 44  
Effective May 10, 2013  
Replaces schedule effective 7/10/2011**

Total Bill = FC + (U x CR)

- FC = Monthly Facilities Charge
- U = Customer Monthly Usage in CCF
- CR = Total Commodity Rate for the current period in CCF

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity rate to the average incremental cost of gas supply for the current period. This value is computed on a per dekatherm basis and converted to a per hundred cubic feet basis using the current heating value content of the gas. The Total Commodity Rate will be calculated each billing cycle.

	<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>
Interruptible Gas Service	\$60.00	
	First 1500 MCF/month	\$2.08 per dekatherm
	Next 1500 MCF/month	\$1.66 per dekatherm
	Next 3000 MCF/month	\$1.36 per dekatherm
	Next 9000 MCF/month	\$1.12 per dekatherm
	All volumes over 15,000 MCF per month	\$0.92 per dekatherm

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.

**PROVISIONS:**

1. Whenever curtailment or interruption of interruptible gas delivered hereunder is required, the City shall issue a curtailment order to consumer, specifying the quantity of gas to be curtailed and the time at which such curtailment is to be made.

When restoration of service is permissible, the City shall similarly issue a restoration order specifying the quantity of gas to be restored and the time at which such restoration is to be made. Consumer shall carry out all such orders at the time specified therein. A curtailment order shall be issued at least one hour in advance of its effective time.

2. In the event customer fails to discontinue the use of interruptible gas after one hour's notice that the interruptible gas under this schedule is not available, all gas so used shall be paid for by the consumer at a rate of \$55.00 per DT of maximum day use of such unauthorized gas, in addition to the regular commodity charge for such gas and any charges for firm gas.

**Interruptible Gas Service**  
**Schedule 44**  
**Effective May 10, 2013**  
Replaces schedule effective 7/10/2011

3. When a customer is notified to curtail service, or while gas service is being curtailed, customer finds it impossible to continue operations on his standby fuel because some bona fide emergency and the City has gas available from some source other than its Contract Demand Service from Transcontinental Gas Pipe Line Corporation, the City may, at its discretion, furnish emergency gas service upon request from customer for such service. All emergency gas so used shall be paid for by the consumer at the rate of \$3.00 per dekatherm of gas plus the highest incremental gas commodity cost for gas purchased by the City in the current month. The City shall not be liable in any way to any customer for failure in whole and in part, temporary or permanent, to deliver emergency gas under this provision.



**Schedule 45**  
**Effective July 1, 2018**  
Replaces schedule effective July 1, 2014

**INDUSTRIAL FIRM**  
**TRANSPORTATION GAS SERVICE**

**AVAILABILITY**

This service is available to any industrial class of customer whose annual consumption is equal to or greater than 912,500 dekatherms per year. The customer must also be located inside the city limits of Shelby, NC and be connected to the City of Shelby (City) natural gas system for a minimum of 12 months:

- A. To the extent that the City and Customer have adequate facilities and equipment available and in place for transporting and delivery of such volumes of gas;
- B. When a Customer has executed a Service Agreement with the City, wherein the City agrees to transport and deliver volumes of gas received for the Customer as specified therein.

**CHARACTER OF SERVICE**

Transportation of natural gas by the City under this rate schedule shall be on a firm basis. Natural gas supplied under this schedule shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

Each year, qualifying customers shall request this transportation service prior to March 1<sup>st</sup> and provide a Maximum Daily Quantity (MDQ) which represents the quantity of gas the City is obligated to transport on a firm basis. The annual service shall commence July 1<sup>st</sup> and run through June 30<sup>th</sup> of the following year. The City Manager must approve and accept the MDQ prior to the commencement of service. Once the City approval is granted, the service will be provided under this Rate Schedule through June 30<sup>th</sup> of the following year. The customer must remain on this rate schedule through June 30<sup>st</sup> of the following year.

**Schedule 45**  
**Industrial Firm Transportation Gas Service**  
**Effective July 1, 2018**  
Replaces schedule effective July 1, 2014

RATE

	<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>
Industrial Firm Transportation Gas Service	\$500.00	
	First 50,000 Dekatherms	\$.635 per Dekatherm
	Next 25,000 Dekatherms	\$.435 per Dekatherm
	Next 25,000 Dekatherms	\$.245 per Dekatherm
	All over 100,000 Dekatherms	\$.135 per Dekatherm

The usage charges are subject to a minimum monthly bill of \$42,625.00 per month. The City reserves the option to waive the monthly minimum billing at their discretion.

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.

DETERMINATION OF DELIVERIES

The volumes of gas transported pursuant to this schedule shall be the volumes delivered to the City by the Customer at the point of delivery with Williams Transco. Gas delivered hereunder shall be billed as the first gas through the Customer's meter each month.

BALANCING OF TRANSPORTATION VOLUMES

Receipts and deliveries of gas hereunder shall be at uniform rates of flow with no significant fluctuations or imbalances. Customers (or its Agent) are responsible to match daily gas deliveries into the City's system with daily gas consumption by Customer as closely as possible. Any imbalances shall be corrected by the Customer (or its Agent), insofar as practicable, during the month in which they occur. Customers (or its Agent) are expected to proactively manage intra-month imbalances. Customer (or its Agent) may adjust its daily nominations during a month in order to correct any accumulated imbalance and maintain a monthly balance subject to the operating limitations of the City. The City reserves the right to limit the amount of such imbalances to avoid operating problems, comply with balancing requirements of the upstream pipeline(s), and to mitigate the need to acquire additional daily supply at prices that would adversely affect sales customers. The Customer (or its Agent) will be responsible for any imbalance charges assessed by upstream pipeline(s) in connection with any gas transported by the Customer under this Rate Schedule.

In the event Customer (or its Agent) fails to abide by the requirements set forth above, the City shall have the right to curtail deliveries to Customer if an imbalance is negative or reducing Customer's nominated quantities if an imbalance is positive. The Customer will be responsible for any imbalance charges assessed by upstream pipeline(s) in connection with any gas transported by the Customer. The City reserves the right to take other reasonable action to mitigate system operational problems. The City will use its reasonable efforts to notify the Customer or the

**Schedule 45**  
**Industrial Firm Transportation Gas Service**  
**Effective July 1, 2018**  
Replaces schedule effective July 1, 2014

Customer's Agent before proceeding with a unilateral nomination reduction or delivery curtailment and will notify Customer of any reduction to Customer's nomination that has been instituted by the City.

Any time the Customer is consistently using more or less gas than is being delivered to the City for the Customer's account, it shall be the Customer's responsibility to bring its supply and requirements into balance. Customers must balance within 5% of their monthly deliveries and within 10% of their daily deliveries in order to maintain the integrity of the system under normal operating conditions.

In instances where there is an over-deliver of supply for a month, the City at its option, may cash-out this over-supply and purchase any or all of the excess volumes at a rate of 20 cents per dekatherm lower than its lowest cost of commodity supply that month.

In instances where there is an under-deliver of supply for a month, the City at its option, may cash-out this under-supply and sell any or all of the deficit volumes to the Customer at a rate of 20 cents per dekatherm higher than the firm sales tariff rate (High Load Factor Rate) for that month.

During an Operational Flow Order (OFO) on any upstream pipeline and in other situations where the City notifies the customer via email or by phone, Customers must balance within 5% of their daily deliveries to maintain the integrity of the system and avoid causing the City to purchase additional gas or sell excess gas.

In instances where there is an over-deliver of supply during an OFO or in other situations identified by the City, the City at its option, may cash-out this over-supply and purchase any or all of the excess volumes at a rate of 20 cents per dekatherm lower than its lowest cost of commodity supply or the price to sell excess supply for that day.

In instances where there is an under-deliver of supply during an OFO or other situation identified by the City, the City at its option, may cash-out this under-supply and sell any or all of the deficit volumes to the Customer at a rate of 20 cents per dekatherm higher than the highest cost of commodity supply for that day.

In addition, the Customer will also be charged imbalance penalties in instances where the City incurs imbalance or overrun penalties from the pipeline supplier due to overruns or under-deliveries. These charges will be based on a prorated share of the penalty attributed to the Customer.

**LATE PAYMENT CHARGE**

Unless bill is paid on or before ten (10) days after the due date as shown on bill, the account will be assessed late fees as outlined in the City's fee schedule.

**Schedule 45**  
**Industrial Firm Transportation Gas Service**  
**Effective July 1, 2018**  
Replaces schedule effective July 1, 2014

SPECIAL PROVISIONS

1. The customer will operate within the guidelines required by Williams Transco Gas Pipeline (transporter). When requested by the City, the Customer, or its agent, shall inform the City, by 8:30 am (or other time prescribed by the City) of the working day prior to the day(s) the gas is to be delivered, of the anticipated consumption level and the volume requested for delivery. At that time, the City, or its agent, shall inform the Customer of any restrictions on the volume requested for delivery.
2. The Customer, or its agent, is responsible for all of the necessary arrangements and notification for the scheduling of transportation on the pipeline.
3. The Customer, or its agent, must purchase the necessary software package provided by Williams Transco Gas Pipeline to make possible daily monitoring of gas flows.
4. Gas transported on this schedule shall be separately metered and shall not be used interchangeably with firm gas purchased or transported on any schedule.
5. The term of the contract shall be for a term of not less than one year.
6. Customers must remain on this tariff schedule for a period of no less than 12 months before switching tariffs or service.

RECONNECTION CHARGE

There shall be a charge for reconnection of services terminated because of non-payment of bills in accordance with the City Code.



**Schedule SMI  
Effective December 1, 2021**

**SMALL/MEDIUM INDUSTRIAL FIRM GAS SERVICE**

**AVAILABILITY**

Gas service under this rate schedule is available to eligible industrial consumers, whose use of gas is principally for process purposes, and where space heating is incidental only. This service is offered only to customers whose average daily gas usage is reasonably anticipated to equal or exceed 100 dekatherms per day. Existing customer's consumption must be equal to or greater than 36,500 dekatherms per year to qualify for this rate.

- A. To the extent that the City and Customer have adequate facilities and equipment available and in place for transporting and delivery of such volumes of gas;
- B. When a Customer has executed a Service Agreement with the City, wherein the City agrees to transport and deliver volumes of gas received for the Customer as specified therein.

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on a firm basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base.

**MONTHLY RATE**

The customer's total bill is calculated using the following components.

$$\text{Total Bill} = \text{FC} + (\text{U} \times \text{CR})$$



**Small/Medium Industrial Firm Gas Service  
Schedule SMI  
Effective December 1, 2021**

- FC = Monthly Facilities Charge
- U = Customer Monthly Usage in CCF
- CR = Total Commodity Rate for the current period in CCF

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity Rate to the average incremental cost of gas supply for the current period. This value is computed on a per dekatherm basis and converted to a per hundred cubic feet basis using the current heating value content of the gas. The average incremental cost of gas supply shall be estimated upon the current monthly billing, and true up to match actual costs in the following month. The cost of gas true up may result in additional charges or a credit due the customer. The base commodity rate is shown below.

Small/Medium Industrial Firm Gas Service

<u>Monthly Facilities Charge</u>	<u>Base Commodity Rate</u>						
\$200.00	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">First 5,000 dekatherms</td> <td style="text-align: right;">\$2.80/dekatherm</td> </tr> <tr> <td>Next 5,000 dekatherms</td> <td style="text-align: right;">\$1.80/dekatherm</td> </tr> <tr> <td>All over 10,000 dekatherms</td> <td style="text-align: right;">\$1.00/dekatherm</td> </tr> </table>	First 5,000 dekatherms	\$2.80/dekatherm	Next 5,000 dekatherms	\$1.80/dekatherm	All over 10,000 dekatherms	\$1.00/dekatherm
First 5,000 dekatherms	\$2.80/dekatherm						
Next 5,000 dekatherms	\$1.80/dekatherm						
All over 10,000 dekatherms	\$1.00/dekatherm						

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.

**LATE PAYMENT CHARGE**

Unless bill is paid on or before ten (10) days after the due date as shown on bill, the account will be assessed late fees as outlined in the City's fee schedule.



**Schedule 46**  
**Effective March 18, 2024**  
Replaces schedule effective 7/1/2018

**LARGE INDUSTRIAL FIRM GAS SERVICE**

**AVAILABILITY**

Gas service under this rate schedule is available to eligible large industrial consumers, whose use of gas is principally for process purposes, and where space heating is incidental only. This service is offered only to customers whose average daily gas usage is reasonably anticipated to equal or exceed 500 dekatherms per day. Existing customer's consumption must be equal to or greater than 182,500 dekatherms per year to qualify for this rate.

- A. To the extent that the City and Customer have adequate facilities and equipment available and in place for transporting and delivery of such volumes of gas;
- B. When a Customer has executed a Service Agreement with the City, wherein the City agrees to transport and deliver volumes of gas received for the Customer as specified therein.

**CHARACTER OF SERVICE**

Natural gas supplied under this schedule is sold on a firm basis only and shall be supplied through a single delivery point and be separately metered. Commingling of gas purchased under this schedule with gas purchased under other rate schedules is prohibited. All natural gas delivered under this rate is for the exclusive use of the customer and shall not be resold.

Each year, the customer shall elect a Maximum Daily Quantity (MDQ) which represents the quantity of gas the City is obligated to provide on a firm basis. The customer shall elect a MDQ prior to March 1st of each year that will be utilized for a 12-month term starting July 1st through June 30th following the MDQ election. The City Manager must approve and accept the MDQ prior to the commencement of service. Once the City approval is granted, the service will be provided under this Rate Schedule through June 30th of the following year. The customer must remain on this rate schedule through June 30th of the following year.

**MEASUREMENT, BILLING AND PAYMENT**

For measurement purposes, the volume of natural gas delivered under this rate schedule shall be measured in cubic foot units. Volumes of gas hereunder will be determined in accordance with the City's measurement base. For billing purposes, the volume of natural gas billed under this rate schedule shall be billed by the hundred cubic foot units (CCF).

**Schedule 46**  
**Large Industrial Firm Gas Service**  
**Effective March 18, 2024**  
Replaces schedule effective 7/1/2018

RATE

The customer's total bill is calculated using the following components.

$$\text{Total Bill} = (\text{MDQ} \times \text{D}) + (\text{U} \times \text{CR})$$

- MDQ = Maximum Daily Quantity elected for term July 1 – June 30th, Dt/day
- D = Monthly Demand Charge
- U = Customer Monthly Usage in CCF
- CR = Total Commodity Rate for the current period in CCF

The customer shall pay the Demand Charge component of the rate (MDQ x D) each month during the July 1- June 30th term regardless of the amount of gas purchased. In the event that the customer utilizes more gas on a daily basis, as measured and reported by the City's telemetering equipment, the MDQ will be adjusted upward to match the highest daily delivery measured for the remainder of the term July 1 – June 30th.

The revision of the customer MDQ based on actual deliveries shall not create any right to service at a specified level. All changes to character and quantity of service shall be subject to the City's consent based on the evaluation of the capacity of the City's pipeline system and gas supply contracts.

The Monthly Demand Charge shall be equal to 100% of the weighted average of the monthly reservation charges paid by the City to Transco for firm transportation service (including applicable demand surcharges) for capacity to deliver gas to the City's gas system. The Monthly Demand Charge shall be computed using the following formula: Firm Sales Daily Reservation Rate x days in the Month = Monthly Demand Charge. The Firm Sales Daily Reservation Rate shall be computed based on the weighted average of the price paid by the City for telescoped capacity on Transco, utilizing the telescoped reservation charges and surcharges in effect from time to time and charged by Transco (currently 17%, Zone 1-5; 25%, Zone 2-5; and 58%, Zone 3-5).

The Total Commodity Rate is adjusted for each billing period by adding the Base Commodity Rate to the average incremental cost of gas supply for the current period. The average incremental cost of gas supply shall be estimated upon the current monthly billing and true up to match actual costs in the following month. The cost of gas true up may result in additional charges or a credit due the customer. The base commodity rate is shown below.

		<u>Base Commodity Rate</u>
Large Industrial Firm Gas Service	All Volumes	\$.85 per dekatherm

Any applicable North Carolina state or local sales tax will be added to the customer's total charges.

**Schedule 46**  
**Large Industrial Firm Gas Service**  
**Effective March 18, 2024**  
Replaces schedule effective 7/1/2018

NOTIFICATION OF MONTHLY AND DAILY USE

The Customer must notify the City on or before the fifteenth day prior to each month and provide an estimate of the gas to be used each month. The Customer must not exceed the MDQ on any day, without written permission from the City. Any volumes exceeding the MDQ without permission from the City are hereby defined as Unauthorized Over-Run Volumes. The City reserves the right to curtail any Unauthorized Over-Run Volumes. The Customer shall be liable for any incremental charges or assessments (including, but not limited to penalties) by the upstream interstate pipeline during the time of the unauthorized usage by such Customer. The Customer shall also be billed any difference between the City's average incremental commodity cost for the month and the maximum daily commodity cost incurred for any Unauthorized Over-Run Volumes. The payment of a penalty for Unauthorized Over-Run volumes shall not under any circumstances be considered as giving any such Customer the right to take Unauthorized Over-Run volumes, nor shall such payment be considered as a substitute for any other remedies available to the City.

When requested by the City, the customer, or its agent, shall inform the City by 8:30 am (or other time prescribed by the City) of the working day prior to the day(s) the gas is to be consumed of the anticipated customer's usage. The Customer must also keep their usage to within 5% of their daily estimated volumes to maintain the integrity of the system.

In instances where the Customer uses more than 5% of their estimated volumes during OFO or other situations where the City has notified the customer to estimate daily volumes, the City at its option, may invoice the Customer for actual gas supply commodity costs plus penalties in lieu of the average incremental cost of gas supply for the current period for the volumes over 5% of the Customer's estimated daily volumes for the cost gas supply for that day.

LATE PAYMENT CHARGE

Unless bill is paid on or before ten (10) days after the due date as shown on bill, the account will be assessed late fees as outlined in the City's fee schedule.



**Effective April 15, 2024**  
Replaces Incentives Effective 8/7/2018

### **NATURAL GAS FEES AND INCENTIVES**

#### **Single Family Homes, Duplexes, and Stand-Alone Businesses**

	<b><u>Requirement</u></b>	<b><u>Cost</u></b>
Gas Main Extensions	Up to 100' of main	Free
	All over 100' of main	\$10.00 ft
Gas Service Lines	All service footage	\$8.00 ft
Gas Service Line Relocation	Up to 30' of service	\$250 minimum
	All over 30' of service	\$8.00 ft (\$250 minimum)

#### **Multi-Family Complexes, Subdivisions, and Multi-Business Complexes**

	<b><u>Requirement</u></b>	<b><u>Cost</u></b>
Gas Main Extensions	All main footage	\$10.00 ft
Gas Service Lines	All service footage	\$8.00 ft
Gas Service Line Relocation – Residential	Up to 30' of service	\$250 minimum
	All over 30' of service	\$8.00 ft (\$250 minimum)
Gas Service Line Relocation – Commercial	Up to 60' of service	\$500 minimum
	All over 60' of service	\$8.00 ft (\$500 minimum)

#### **Miscellaneous Service Fees**

	<b><u>Requirement</u></b>	<b><u>Cost</u></b>
Gas Meter Reset	N/A	\$40.00
Gas Meter Upgrade – Residential Meter	Inches to Pounds	\$75.00
Gas Meter Upgrade – Commercial Meter	N/A	Actual Cost

**Rebates (New and Existing Customers)**

<b><u>Appliance</u></b>	<b><u>Rebate Amount</u></b>
Primary Heat	\$200.00 1 <sup>st</sup> standard furnace \$100.00 2 <sup>nd</sup> standard furnace
Dual Fuel Heat Pump (Qualifying dual fuel heat pumps must have at least a 15.2 Seasonal Energy Efficiency Ratio (SEER 2) rating.)	\$200.00 1 <sup>st</sup> dual fuel furnace \$100.00 2 <sup>nd</sup> dual fuel furnace
Water Heater (Tank or Tankless)	\$200.00 1 <sup>st</sup> water heater \$100.00 2 <sup>nd</sup> water heater
Range (also includes cooktop)	\$100.00
Dryer	\$200.00

**Commercial and Industrial Incentives**

Please contact the Director of Energy Services for commercial and/or industrial rebates.



**Effective July 1, 2024**  
Replaces schedule effective 7/1/2023

**STORMWATER UTILITY FEE**

<b><u>Type</u></b>	<b><u>Monthly Fee</u></b>
Residential	\$4.00
Commercial	
1 – 2 ERU	\$8.00
3 – 5 ERU	\$16.00
6 – 10 ERU	\$24.00
11 – 25 ERU	\$40.00
26 – 50 ERU	\$120.00
51 – 100 ERU	\$240.00
101 – 200 ERU	\$480.00
201 – 500 ERU	\$960.00
501 – 1000 ERU	\$1,920.00
1001+ ERU	\$3,200.00

- Residential fees apply to a single dwelling on one parcel
- Commercial fees apply to any developed parcel that is not defined as residential (e.g. multifamily, office, institutional, commercial, industrial, etc.)
- Parcels with less than 400 square feet of impervious surfaces are not subject to a stormwater fee.

One Equivalent Residential Unit (ERU) is equal to 2,600 square feet of impervious area.



**Effective July 1, 2018**  
Replaces schedule effective 7/1/2014

### **STORMWATER UTILITY FEE CREDIT PROGRAM**

The City of Shelby Stormwater Fee Credit program offers commercial property owners the opportunity to reduce their stormwater utility fee charges by applying for available fee credits. The fee credits described below are cumulative and a stormwater fees may be reduced as much as thirty (30) percent based on the following three credit categories:

- **Water Quality (10% credit)** – Properties qualifying for this fee credit shall provide an onsite Best Management Practice (BMP) that reduces the impact of pollution on water quality and conforms with the design and maintenance standards in the City of Shelby’s Phase II Stormwater Ordinance and the NCDENR BMP Manual (minimum 85% TSS removal). The required water quality analysis is to be prepared and sealed by an engineer registered in the State of North Carolina.

- **Water Quantity (10% credit)** – Properties qualifying for this fee credit shall provide a post developed rate of runoff that is less than or equal to the runoff rates at pre-development. Properties that reduce their peak discharge rate to pre-developed conditions are eligible to receive a stormwater runoff control credit. If site conditions do not allow for a complete reduction to the pre-developed peak discharge rate, the credit will be determined proportionally based on the amount of reduction attained (i.e., if the developed peak discharge is reduced by 70 percent of the differential runoff, then the corresponding credit would be  $0.70 \times 10\% = 7\%$ ). Runoff rate analysis is to be based on a 10-year storm event with supporting calculations prepared and sealed by an engineer registered in the State of North Carolina.

- **Industrial Stormwater Permit (10% credit)** – An industrial property that is covered by an individual or general National Pollution Discharge Elimination System (NPDES) stormwater discharge permit is eligible for this credit if all requirements of the aforementioned permit are satisfied. An annual inspection report must be provided to the City to verify compliance and receive this fee credit.