



#### IV. TRANSFORMER ENCLOSURES/VAULTS ON PRIVATE PROPERTY

##### A. GENERAL

1. Installation of a vault/enclosure shall be required, at the vault owner's expense, for any single-phase service that exceeds 200 amperes or any three-phase service that exceeds 100 amperes.
2. The design and installation must conform to all state and federal codes and regulations.
3. The Department must have unobstructed ingress and egress to conduct inspections of the vault/enclosure or maintenance on the electrical equipment located in the vault/enclosure<sup>1</sup>. No structures or other obstructions are to be placed on, over or in front of any transformer vaults or enclosures.
  - a. Shrubs, trees, or other plantings, encroaching on vaults/enclosures, are subject to trimming, at the customer's expense, in order to permit ready access.
  - b. Maintenance and repair of the vault/enclosure remains the sole responsibility of the vault owner. The vault owner shall make the vault freely accessible to department employees or contractors, and properly maintain the vault/enclosure at all times, so that the Department's staff may operate safely and electrical equipment will function efficiently. Appropriate signs shall be on display to warn the public of the high voltage equipment that is located in the vault/enclosure. The exterior of the vault/enclosure shall always be maintained in a condition that will not cause any safety hazard to the public. Upon notification by the Department that a vault/enclosure is deemed unsafe, the vault owner shall take appropriate action within 10 business days. If, after the 10 days have passed, the vault owner has not taken appropriate action to remedy the issue, the Department shall do the necessary work to bring the vault/enclosure to a safe standard. The vault owner shall be responsible to pay all expenses for such work, as incurred by the Department<sup>2</sup>.

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<sup>1</sup> Pasadena Municipal Code Chapter 13.04.125

<sup>2</sup> Pasadena Municipal Code Chapter 13.04.125



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# PASADENA Water & Power

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4. Vault designs that are not installed within one year of Department approval must be reviewed by the Department prior to construction in order to verify that service requirements have not changed.
5. The vault owner will be responsible for the installation and maintenance of the vault/enclosure, high and low voltage conduits and venting ducts on private property.
6. The vault owner will be responsible for the initial installation of the vault blower/fan, in accordance with Department standards. The Department, at no cost to the vault owner, will do subsequent maintenance or replacement of ventilating equipment in the vault.
7. The Department will, at the expense of the vault owner, furnish and install all cables and equipment in the vault, except ventilating fan or blower (as shown in 6). The Department, at no cost to the customer, will do subsequent maintenance or replacement of all transformers, cables and equipment in the vault, including ventilating fan or blower.
8. Services of 1200 amperes or greater shall be bus terminated with a standard bus head in accordance with EUSERC drawing 349, unless otherwise approved. (See Department Utility Service Planner for EUSERC drawing 349).
9. No foreign pipes may pass through any vault or enclosure.
10. Any high voltage conduits between the Department's manhole and the customer's transformer vault, which pass through a building, must be encased in a 3-inch envelope of red concrete, and must have permanent signs attached indicating "High Voltage."