



Community Development Department

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Building Division

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Online Permit Portal Link: <https://cityofpetaluma.org/permits/>

ELECTRIC METER PANEL REPLACEMENT

PURPOSE

The purpose of this policy is to provide guidelines to follow for PG&E's installation options to the current gas meter setback requirements and like-for-like panel replacements of unsafe panels. This policy originates from the Pacific Gas and Electric's (PG&E) Green Book.

[Greenbook Manual Online \(pge.com\)](http://pge.com).

AUTHORITY

Panel replacements allowed under the variance are detailed in PG&E's Utility Bulletin: TD-7001M-B010
Publication Date: 12/01/2022 Effective Date: 12/01/2022 Rev: 0.

With approval from the Authority Having Jurisdiction (City of Petaluma), PG&E will allow a variance to the current gas meter setback requirements for like-for-like panel replacements of unsafe panels. As defined: "Panels that have; failed, melted busing, or burned internal components due to electric arc fault or other cause, and are out of power or have partial power due to these conditions."

PG&E will allow a variance, provided the customer:

- 1) Contacts the City of Petaluma, who declares the panel unsafe; and,
- 2) Provides PG&E with a letter from the City of Petaluma stating that a main panel replacement is required.

It should be noted that each case is reviewed by PG&E independently and the exceptions described in the Updates Document to the PG&E Greenbook may not apply to each location accordingly.

The City of Petaluma will accept a **C-10 licensed electrician's** inspection documenting the unsafe conditions noted above in a statement on the contractor letterhead. Examples would be burned internal components, signs of arcing, etc. Once a panel is deemed unsafe, the panel shall be replaced or decommissioned within 90 days of this determination.

The unsafe conditions statement shall be uploaded and included with the application for the panel replacement. Upon permit issuance, the City of Petaluma will provide the property owner with the City's letter.

PROCEDURE

1. Apply for a permit online with the City of Petaluma.
2. In addition to the standard documents requested when applying for the permit, the electrician must submit a **Statement of Inspection and Unsafe Conditions** letter documenting the panel's failure. The electrician may submit the letter in any format, preferably on company letterhead, and should include a brief explanation along with contact information.
3. Once the permit is submitted, the City of Petaluma will provide a letter requiring change out of electrical panel.
4. Customer submits letter to PG&E.
5. Electrician installs a new meter and then requests meter release and final inspection.