



## COMMUNITY DEVELOPMENT DEPARTMENT

200 East Wood Street • Palatine, IL 60067-5339  
Telephone (847) 359-9042  
[www.palatine.il.us](http://www.palatine.il.us)

## 2026 ELECTRIC SERVICE REVISION HANDOUT



Express permits are exclusively available online at our  
Citizen Self Service Portal.

Please visit the link below to register and apply

<https://Citizen.palatine.il.us>

### CONSTRUCTION REQUIREMENTS:

#### Grounding:

- Only copper wire shall be used for grounding of electric systems.
- When grounding for any system or combination of systems and equipment, the copper ground wire shall be run directly from the neutral in the service disconnect or distribution cabinet to the street side of the water service shut-off valve and shall have an approved jumper wire around the water meter with an approved metal I.D. tag denoting electrical ground. In addition, two 5/8 inch diameter 8 foot long copper ground rod embedded 7 foot into the ground shall be provided with a copper ground wire run directly to the service disconnect.

#### Service Entrance:

- The name and telephone number of the electrical contractor performing the work shall be displayed on the service panel.
- Service entrance conductors shall be installed in rigid heavy-wall metal conduit with a cabinet containing not less than twenty (20) circuits.
- In all occupancies, those conductors which supply all the current consumed by an individual occupancy, apartment, or dwelling unit shall be as follows:
  - Copper shall be used on the load side of the service.
  - All occupancies or dwelling units and apartments of any size shall have a one hundred (100) amp. minimum electric service rating. Service panels shall have a minimum of twenty (20) circuits.
  - The main disconnect switch shall be located in the approximate area where the service enters the building.
  - A disconnect shall be provided for all occupancies, apartments and dwelling units.
  - No more than 5 feet from service disconnect to dwelling panel board.

#### Clearances:

- Conductors shall have a vertical clearance of not less than 8 feet from all points of roofs they pass, where the voltage between conductors does not exceed 300 volts and the roof has a slope of not less than 4/12 a reduction in clearance to 3 feet shall be permitted.
- Panelboard shall have a 1/4 inch clearance to the wall.
- The above ground service drop shall be no closer than 5' 0" from a window opening
- Maintain 30-inch width by 36 inch depth and 78 inch vertical clearance from face of exterior electrical meter

#### Wiring and Conduit:

- All wiring 25 volts or greater in new construction shall be conveyed through a system of rigid metal conduit or electric metallic tubing. When remodeling or altering an existing structure, it is permitted to use flexible metallic tubing to convey electric wiring.

#### Com Ed Requirements:

- All local requirements set forth by Com Ed pertaining to location, installation, and clearances must be adhered to.

### EMERGENCY SITUATIONS

This work may be started without a Permit in order to restore your power, however you must apply for the permit within 1 business day.

### CSS SUBMITTAL REQUIREMENTS

- Upload a copy of signed contract. If relocating panel, provide sketch/floor plan of new location
- Complete an Electric Service Location/Information worksheet.
- Express permits require a 5-day plan review.
- The permit fee is \$103.00. The permit is good for 90 days from date of issuance.
- Contractors need a copy of a current electrical license from an approved municipality.
- Contractor must be registered and bonded with the Village.





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### INSPECTIONS

- Electrical Contractor required to be on site with stamped approved "job copy"
- Please call the Building Division at (847) 359-9042 at least 24 hours in advance to schedule an inspection.

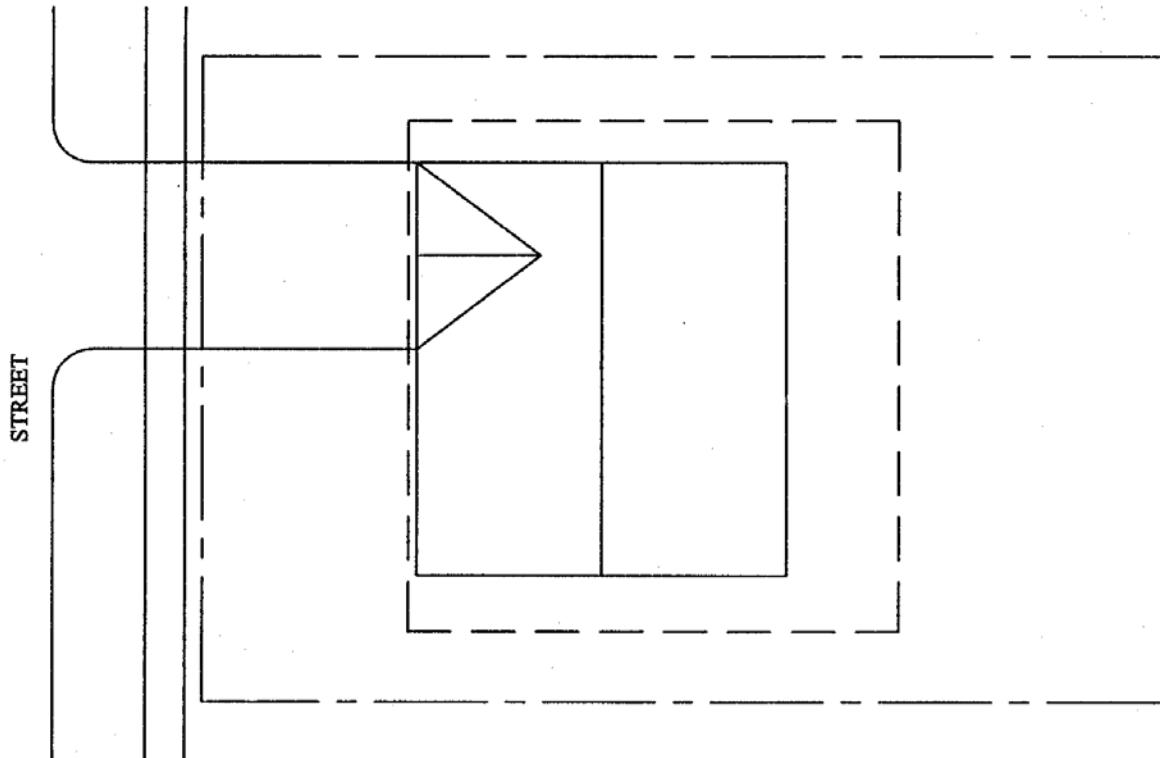
### The following inspections are required:

- Final Inspection - when job is complete, access to home is required. **Electrical Contractor required to be on site**

### ADDITIONAL INFORMATION

Homeowner's Associations (HOA) may have covenants, conditions and restrictions that are more restrictive than the Village of Palatine's Zoning Ordinances. Therefore, it is the responsibility of the homeowner to acquire approval from their Homeowner's Association for any construction proposed under this building permit. The Village does not require HOA approval prior to issuing a permit.

## RESIDENTIAL ELECTRIC SERVICE REVISION LOCATION



SKETCH IN LOCATION OF EXISTING SERVICE AND  
LOCATION OF PROPOSED NEW SERVICE.

If underground was installed by owner, show location and pipe size on above sketch

Service Size \_\_\_\_\_

Wire size \_\_\_\_\_





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## 2026 EXPRESS PERMIT APPLICATION ELECTRIC SERVICE REVISION

### THIS DOCUMENT IS A SUPPLEMENT TO THE RESIDENTIAL ELECTRIC SERVICE REVISION PERMIT APPLICATION

ComEd now allows homeowners to contract out the installation of service laterals for residential electric service revisions. In the past, ComEd would complete this work and take responsibility for all future maintenance of this line. ComEd will still do the installation if requested, but most homeowners are finding it more economical to contract it out themselves.

**If you should decide to contract this work out yourself,  
you bear the responsibility for future maintenance and repairs of that service line.**

#### CONSTRUCTION REQUIREMENTS

- Minimum trench depth is 18".
- All service conductors must be installed in 3" heavy wall steel or PVC schedule 40 conduit.
- Where the conduit exits the ground, it must be heavy wall steel.
- Minimum wire size is 4/0 aluminum required for all services up to and including 200 amps.
- Wire must be proper type for underground installations.
- Allow 35 feet of extra wire at base of utility pole for ComEd connection.

#### ADDITIONAL INSPECTIONS

- Trench and conduit inspection prior to backfill.