



City of West Plains
1910 Holiday Lane
West Plains, Mo.
417.256.7176

September 1, 2026

To: Sam Anselm, City Administrator
Kellie Mayers City Clerk

From: Shayne Eades, Utilities Director

Re: Electric Distribution Extension Policy

Executive Summary

The proposed Electric Distribution Extension Policy establishes clear and consistent guidelines for electric system extensions associated with new residential, commercial, industrial, and subdivision development. The policy defines the City's standard participation and establishes developer responsibilities for additional infrastructure, construction requirements, utility easements, ownership, maintenance, and development-related costs.

Discussion

The City of West Plains Electric Department continues to receive requests for new residential, commercial, industrial, and subdivision developments requiring extensions or expansions of the City's electric distribution system. Historically, these requests have been evaluated on an individual basis.

As the City continues to experience growth and development, establishing a formal policy is necessary to ensure consistent application, provide clear expectations for developers, and protect existing utility customers from subsidizing private development. The policy establishes the City's standard participation in electric distribution extensions while defining developer responsibilities for infrastructure, construction requirements, utility easements, ownership, maintenance, and cost-sharing associated with new development.

The purpose of the policy is to provide a consistent process for future development, support reliable system growth and long-term planning, and clearly establish responsibilities between the City and developers regarding electric distribution extensions.

Fiscal Impact

The policy is not expected to create an immediate additional budget impact. By clearly defining the City's standard participation and the developer's responsibilities, the policy will help ensure development-related costs are appropriately assigned while reducing the financial impact of private development on existing electric utility customers.



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This policy will:

- Provide consistent requirements for future development.
- Ensure fair treatment of all developers and customers.
- Reduce the financial impact of private development on existing electric utility customers.
- Support responsible expansion and long-term planning of the City's electric distribution system.
- Establish clear responsibilities between the City and developers regarding electric distribution extensions.

BILL 2026-18

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST PLAINS, MISSOURI,
ADOPTING A POLICY FOR ELECTRIC DISTRIBUTION EXTENSION.

WHEREAS, the City of West Plains Electric Department receives requests for electric service extensions and distribution system expansions associated with new development; and

WHEREAS, establishing consistent requirements for city participation and developer responsibilities will provide clear expectations, promote equitable treatment of developers and utility customers, and reduce the financial impact of private development on existing electric customers; and

WHEREAS, the City Council finds that adoption of a formal Electric Distribution Extension Policy is in the best interest of the city and will support responsible growth, reliable electric service, and long-term planning of the city's electric distribution system.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST PLAINS, MISSOURI AS FOLLOWS:

Section 1. The City Council authorizes the adoption of the Electric Distribution Extension Policy attached hereto and incorporated herein as Exhibit A, and shall govern electric distribution extensions and related responsibilities for new development within the city.

Section 2. This resolution shall be in full force and effect immediately following its passage and approval as provided by law.

PASSED AND APPROVED THIS ____ DAY OF _____, 20____.

CITY OF WEST PLAINS, MISSOURI

(SEAL)

MAYOR MICHAEL TOPLIFF

ATTEST:

CITY CLERK KELLIE MAYERS

CITY OF WEST PLAINS

ELECTRIC DISTRIBUTION EXTENSION POLICY

Policy Statement

The City of West Plains shall provide electric service extensions in accordance with the following guidelines and requirements.

General Requirements

The City will not install any transformers or other electrical facilities until construction activities begin on the property or within the development.

For new construction or development, which includes but is not limited to residential subdivisions, commercial and industrial buildings, business areas, and shopping centers, the City's Standard Participation shall be limited to:

- Up to three (3) distribution poles from the nearest existing distribution line.
- Primary conductor.
- Standard distribution hardware.
- Labor required for installation.

The City's Standard Participation of up to three (3) distribution poles shall be provided once for each development and shall not be renewed, reset, or increased due to phasing, incremental construction, expansion, or the passage of time.

For purposes of this policy, a development shall include the entire planned project, including any phases, sections, lots, parcels, buildings, or future expansions that are part of the same development plan or project.

If additional poles or facilities are required beyond the City's Standard Participation, the customer or developer shall reimburse the City for the actual cost of labor and materials associated with all additional facilities.

The developer shall clear the area, in a manner acceptable to the City, where any City-installed electrical infrastructure is to be installed.

For all developer-installed electrical infrastructure, the developer shall ensure that as-built plans are submitted to the City within a reasonable time and shall ensure that proper easements are granted to the City for all electrical lines and facilities.

The service point of connection shall be determined by the City for all residential, commercial, industrial, and subdivision services.

In the event that an owner or developer fails to timely submit reimbursement to the City or fails to timely correct defective work relating to the electrical infrastructure, no further permits shall be issued to such developer or owner for the development until such reimbursement is made or defective work is corrected.

Residential Overhead Extensions

For new residential overhead electric services, the City shall provide and install the City's Standard Participation. The developer shall reimburse the City for the cost of labor and materials associated with all additional facilities.

Residential Underground Extensions

For underground residential developments, the developer shall:

- Install all conduits in accordance with City of West Plains Utilities Department construction specifications.
- Install all required pull boxes, transformer pads, and underground infrastructure as required by the Utilities Department.
- Provide all trenching, excavation, bedding, backfill, and site restoration.
- Coordinate with the Utilities Department prior to construction to ensure the proposed underground system meets City requirements.

The City shall:

- Determine the approved point of connection to the existing electric distribution system.
- Determine the required routing, connection location, and electrical configuration necessary to safely and reliably serve the development.
- Inspect all conduit installations and associated underground infrastructure prior to backfilling.
- Install all primary conductors and associated electrical equipment after acceptance of the conduit system.

No underground facilities shall be accepted until all construction requirements have been completed, inspected, and approved by the Utilities Department.

Commercial and Industrial Developments

Commercial and industrial developments typically require larger electrical infrastructure and may require additional system improvements to accommodate increased electrical demand.

For these developments:

- The developer shall install all underground conduit systems in accordance with City of West Plains Utilities Department specifications.
- The developer shall provide all trenching, excavation, backfill, restoration, and civil infrastructure necessary for the project.
- The developer shall pay the purchase cost of any transformer required solely to serve the developer's property or development.
- The developer shall be responsible for additional distribution facilities required beyond the City's Standard Participation, including additional poles, conductor, switching equipment, or system upgrades necessary to serve the requested electrical load.

The City shall:

- Determine the approved point of connection to the existing electric distribution system.
- Determine the required electrical design, routing, and connection method necessary to safely and reliably serve the development.
- Review and approve all electrical plans prior to construction.

Upon completion, inspection, and acceptance, all electric distribution facilities installed for service to the development shall become the property of the City of West Plains and shall thereafter be operated and maintained by the City.

Residential and Commercial Subdivisions

The Utilities Department shall determine the electrical distribution system necessary to safely and reliably serve each subdivision.

Depending upon the anticipated electrical demand and future system requirements, the Utilities Department may require either single-phase or three-phase primary distribution.

When three-phase primary distribution is required to serve a subdivision, the developer shall be responsible for the installation costs associated with the additional three-phase infrastructure.

The City shall determine the approved point of connection and required electrical layout for each subdivision to ensure proper system planning, reliability, and future expansion capabilities.

The City shall own, operate, and maintain all electric distribution facilities following inspection and acceptance.

Utility Easements

Developers shall dedicate all necessary utility easements required for the construction, operation, maintenance, repair, and future replacement of electric distribution facilities at no cost to the City.

Construction Standards

All developer-installed conduits, underground facilities, and associated infrastructure shall comply with City of West Plains Utilities Department construction standards.

No underground facilities shall be backfilled until inspected and approved by the Utilities Department.

Any facilities failing inspection shall be corrected by the developer prior to acceptance by the City.

Ownership and Maintenance

Upon completion and acceptance by the City:

- All electric distribution facilities shall become the property of the City of West Plains.
- The City shall assume responsibility for operation, maintenance, repair, and future replacement of the electric distribution system.
- The developer shall warrant all installed conduit and civil infrastructure for a period of one (1) year following acceptance.

Exceptions

The Utilities Director may recommend exceptions to this policy when it is determined that:

- The extension provides a substantial benefit to the City's electric distribution system.
- The extension is necessary to improve system reliability or public safety.
- The exception is determined to be in the best interest of the City.

Any exception involving additional financial participation by the City shall require approval by the City Council.