

SECTION 1

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**ARRANGEMENTS FOR SERVICE
THROUGH THE REGIONAL CENTER**

1. Introduction.

The information in this section is intended to be a general guide to assist persons in contacting DTE Energy Company. It is intended to touch on the most common reasons for such contacts and to give brief descriptions of Company requirements. More detail can be found in further sections of this book and in the *Rate Book for Electric Service*. Company personnel should be contacted for proper reference and interpretation of rules and specifications. Refer to New Electric Service Group to start a work order by calling 1-800-338-0178.

2. Area Personnel Assignments.

(a) **Regional Areas.** DTE Energy service territory is divided into four Regions. These Regions include the Northeast, Northwest, Southeast and Southwest territories. For assistance in contacting the proper Regional Center, please refer to Pages 1-2-1 through 1-2-9.

(b) **Secondary Services.** The Personnel at each Regional Center will answer general questions; If a work order is to be established, it will have to be filed on-line or through the NESG phone (800)-338-0178. Once a work order is created, it will be assigned to a Planner. The Planner's responsibilities include load planning, distribution design, service entrance and meter equipment inspection and ordering DTE Energy *secondary metered* connections and meter installations.

(c) **Primary Services.** The Company's Primary Services Group shall approve the design, construction and materials required for a *primary metered* service. Refer all inquiries to 313.235.6471.

3. Preliminary Planning.

(a) **Service Availability.** Persons considering the purchase or construction of buildings on land beyond the existing electric supply lines should contact the appropriate Regional Center to determine if service can be provided. Do not rely upon guesswork or the representation of other parties. Even when Company lines are located nearby, they may not be suitable for the service requested and time-consuming construction may be involved. Once a work order is established through NESG, Service connections and line extensions that require pole setting or conduit installation may require additional time; also, permits may be required from governmental authorities and/or rights of way from adjacent property owners. To avoid unnecessary delays, approximately ninety days' notice should be given before service is required.

(b) **Easements.** Developers should present plans of their projects to the appropriate Regional Center for utility easement recommendations *before* easements are recorded by developer

- (c) **Site Plans.** Where a new commercial building or an extensive remodeling of an existing building is planned, customers or their architects must submit construction drawings to the Regional Center as soon as they are available. Final Stamped and Approved plans will be required for service.
- (d) **Load Sheet.** Must be filled out and signed by a licensed electrician and the customer. This information must be submitted to the Regional Center as soon as available.

4. Relocations.

Whenever the Company is required to make changes to its distribution system of poles, wires, cables or equipment to permit work to be done by contractors, or for the convenience of customers, the cost shall be paid for in advance by the requesting party, See section 5.3 of the *Rate Book for Electric Service*.

5. Temporary Service.

The Company will furnish temporary service, including a line extension, providing the applicant for such service pays the entire cost of furnishing, installing and removing such temporary service, less salvage value realized. In addition, the customer will pay at published rates for all energy consumed. In some cases, the account may require the establishment of a minimum monthly charge.

6. Reference.

Refer to Section 2 of this book for types of Distribution Systems, Section 3 for Underground Service, Section 4 for Overhead Service and Section 5 for Service Equipment.

7. Line Extensions.

Refer to the *Rate Book for Electric Service*, Rule C6.

8. Service Connections.

- (a) **Point of Service.** All wiring on the customer's premises shall be brought to a suitable service point as specified by the DTE Energy Planner. If the service is wired without obtaining prior approval and the location is unsuitable because of circuit design or positioning of Company facilities, the customer shall be responsible for rewiring to the point designated by the DTE Energy Planner.
- (b) **One Service to a Building.** Only one service connection is installed to a building or group of buildings, including adjacent service areas under a single ownership. Exceptions are made where, in the judgment of the Company, additional services are necessary or desirable for operating reasons, load considerations or safety requirements.

- (c) **Service Entrance Equipment.** Before purchasing equipment or installing wiring, the customer should secure from the Company the characteristics of electric service available. Refer to Rule C6 in the *Rate Book for Electric Service*.
- (d) **Applicable Rules.** All wiring on the customer's premises shall be installed and maintained in accordance with applicable laws and the rules of the governmental authority having jurisdiction, the *National Electrical Code* and the rules of the Company. (*Rate Book for Electric Service*, C1 (B) and C3).
- (e) **Meter Location.** The customer shall provide, at a location approved by the Company and free of expense to the Company, a suitable place for the meter or meters and any other supply, protective or control equipment of the Company that may be required for delivery of service. (*Rate Book for Electric Service*, Rule C6-C9.)
- (f) **Residential Tenant Metering.** Multi-tenant residential customers cannot be sub-metered by the property owner and will require individual or multi-meter panels per DTE Electric specifications. (*Rate Book for Electric Service*, Rule C6.7, B.)
- (g) **Loading of DTE Equipment.** It is critical for customers and electricians to be aware of load limitations on DTE metering equipment for large electric service demands for their operations. Refer to SIM Section 5 (5-3-3) for maximum continuous loads (defined as 3 hours or more).

When considering large use operations, consult with Service Planning and provide a Load Sheet accurately describing electric equipment loads and hours of operation.

Note: accurate load information is required for the DTE Planner to analyze DTE's infrastructure to ensure there is adequate supply available. In many cases, it may be necessary for upgrades to the infrastructure that will require customer cost contributions.

Failure to provide accurate electrical load information will invariably lead to unsafe overload conditions and require DTE to disconnect service to prevent further hazards. If an overload disconnect occurs, it will be required to submit proper electrical load uses on a DTE Load Sheet and municipal electrical inspection approval in order to have service restored. Overload conditions may result in customer damage and restoration costs.

It is also highly recommended to consult with the municipality to obtain any necessary permits and be aware of any use restrictions which could include second services to put building/garages.

ELECTRICAL SERVICE INSTALLATIONS GUIDE**1. Previously Issued by Engineering Standards.**

Lines Engineering previously issued and maintained the *Electrical Service Installation Guide* (ESIG), commonly known as the “Green Book”. Currently, Engineering Standards handles most Green Book concerns with the exception of Sections 5, 7, and 11; Service Equipment, Wiring and Appliance Installation, and Primary Service, respectively.

2. Distribution.

Ownership of the Electrical Service Installations Guide remains with DTE Energy Co. The only persons entitled to have an ESIG loaned to them were Electrical Contractors, Electrical Inspectors, Engineers and Architects. In particular, Journeyman Electricians and Master Electricians without a contractor’s license are not eligible. Only one book was to be issued to a company or an inspector.

3. Obtaining the ESIG.

Since neither the complete ESIG nor its updates will be distributed to respected parties starting December 2006, DTE Energy has posted the manual on its external website for easy downloading. The direct link is as follows:

[Click Here](#)

4. Revisions.

Individuals who currently possess or opt to print a copy of the ESIG should understand the importance of keeping it up to date by inserting revisions as necessary. The Company representative can acquaint the recipient with how the ESIG can be useful, how it is organized, etc. This is also an opportunity to review Company procedures, construction practices and other items that can lead to improved coordination in future dealings. It is the responsibility of the party involved to make sure their information is up to date. All future revisions and additions to the ESIG will be directly posted on the external website listed above. It is recommended that customers ensure they are constructing or adhering to the latest specifications of the ESIG manual. Failure to comply with specifications could lead to unnecessary delays, inconvenience or additional costs.

5. Questions.

Please refer any addition questions concerning the ESIG to the Engineering Standards group.



Planning and Design Service Area map

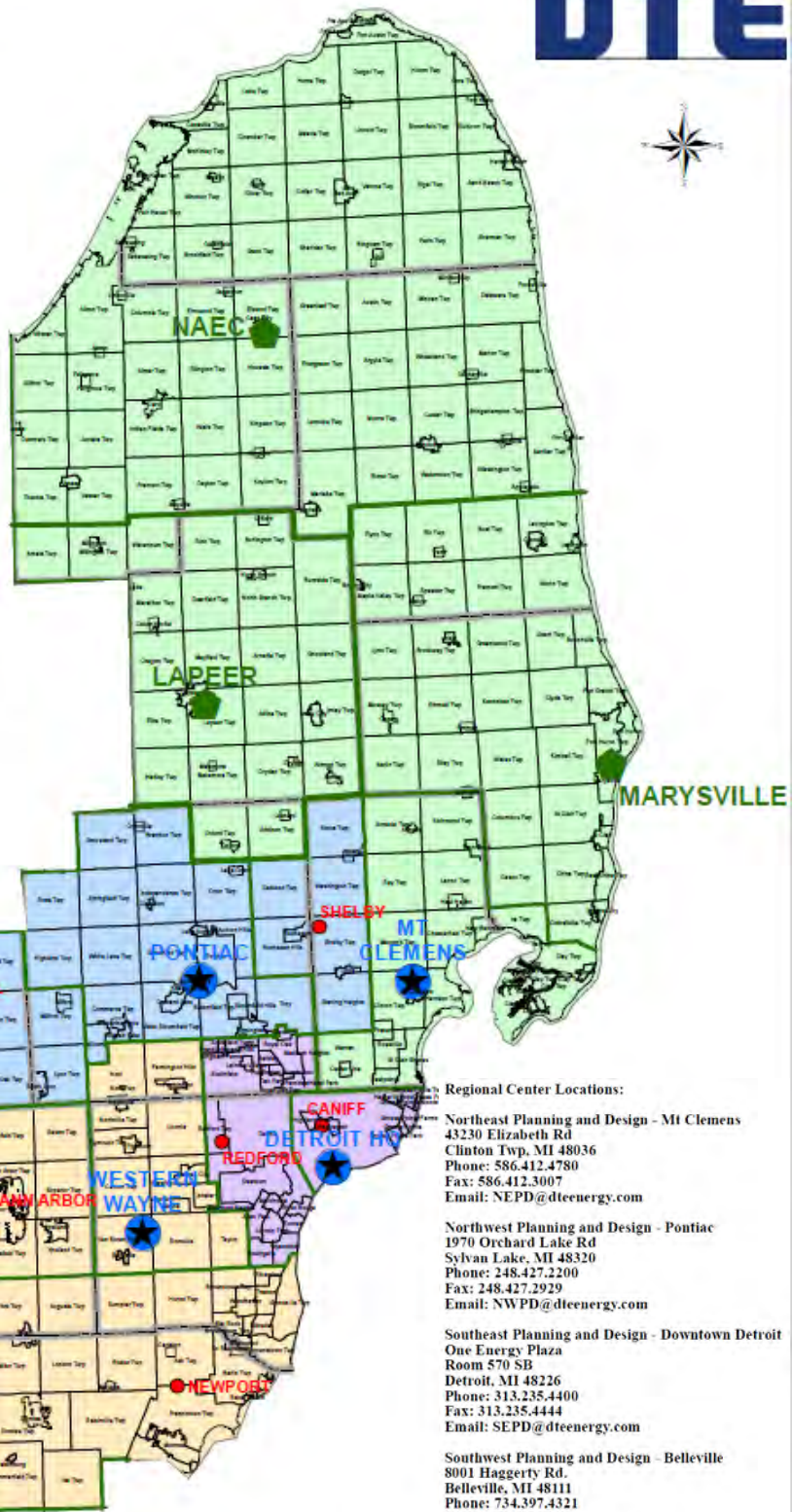
- Satellite Office Location
- Satellite Office Boundry
- Other Service Centers

Location for:

- Regional Centers

Areas for ClusterRegion

- Northeast Region
MT CLEMENS
- Northwest Region
PONTIAC
- Southeast Region
DETROIT
- Southwest Region
WESTERN WAYNE



Satellite Office Locations:

Northeast Planning and Design - Lapeer
1100 Clark Rd
Lapeer, MI 48446
Phone: 810.667.7900
FAX: 810.667.7901
Email: NEPD@dteenergy.com

Northeast Planning and Design - Marysville
3223 Ravenswood Rd
Marysville, MI 48040
Phone: 810.364.0400
Fax: 810.364.0455
Email: NEPD@dteenergy.com

Northeast Planning and Design - Cass City
4100 Doerr Road
Cass City, MI 48726
Office: 989.872.6107
FAX: 989.872.6108
Email: NEPD@dteenergy.com

Regional Center Locations:

Northeast Planning and Design - Mt Clemens
43230 Elizabeth Rd
Clinton Twp, MI 48036
Phone: 586.412.4780
Fax: 586.412.3007
Email: NEPD@dteenergy.com

Northwest Planning and Design - Pontiac
1970 Orchard Lake Rd
Sylvan Lake, MI 48320
Phone: 248.427.2200
Fax: 248.427.2929
Email: NWPDP@dteenergy.com

Southeast Planning and Design - Downtown Detroit
One Energy Plaza
Room 570 SB
Detroit, MI 48226
Phone: 313.235.4400
Fax: 313.235.4444
Email: SEPD@dteenergy.com

Southwest Planning and Design - Belleville
8001 Haggerty Rd.
Belleville, MI 48111
Phone: 734.397.4321
FAX: 734.397.4338
Email: SWPDP@dteenergy.com

18-JUN-2021

Revised 09-30-2015 by Data Integrity/Mapping Tech
File: P1ng_Dev_Bdry_w/Emails_Sep1_2015.mxd

City	Region
Addison	NE
Akron	NE
Akron	NE
Alaledon	NW
Algonac	NE
Allen Park	SE
Almer Twp.	NE
Almont	NE
Almont	NE
Ann Arbor	SW
Ann Arbor Downtown	SW
Ann Arbor	SW
Applegate	NE
Arbela	NE
Arcadia	NE
Argyle	NE
Armada	NE
Armada	NE
Ash	SW
Atlas	NE
Attica	NE
Augusta	SW
Austin	NE
Avon	NE
Bad Axe	NE
Barton Hills	SW
Belleville	SW
Berkley	SE
Berlin	NE
Berlin	SW
Beverly Hills	SE
Bingham Farms	SE
Bingham Farms	NE
Birch Run	(Portion E. of Reese Road) NE
Birmingham	NW
Bloomfield	NW
Bloomfield	NW
Brandon	NW
Bridgehampton	NE
Bridgewater	SW
Brighton	NW
Brighton	NW
Brockway	NE
Brookfield	NE
Brown City	NE
Brownstown	SW
Bruce	NW
Buel	NE
Buel	NE
Burlington	NE
Burnside	NE
Burtchville	NE

City	Region
Canton	SW
Carleton	SW
Caro	NE
Carsonville	NE
Casco	NE
Caseville	NE
Caseville	NE
Cass City	NE
Centerline	NE
Chandler	NE
Chesterfield	NE
China	NE
Clawson	SE
Clay	NE
Clay	NE
Clifford	NE
Clinton	(Lenawee County) SW
Clinton	(Macomb County) NE
Clyde	NE
Cohoctah	NW
Colfax	NE
Columbia	NE
Columbiaville	NE
Columbus	NE
Commerce	NW
Conway	NW
Cottrellville	NE
Croswell	NE
Custer	NE
Dayton	NE
Dearborn	SE
Dearborn Heights	SE
Deckerville	NE
Deerfield	(Lapeer County) NE
Deerfield	(Livingston County) NW
Deerfield	(Lenawee County) SW
Delaware	NE
Denmark	NE
Detroit	SE
Dexter	SW
Dexter	SW
Dryden	NE
Dryden	NE
Dundee	SW
Dwight	NE
Eastpointe	NE
Ecorse	SE
Elba	NE
Eik	NE
Eik	NE
Eikland	NE
Ellington	NE

City	Region
Elmer	NE
Elmwood	NE
Emmett	NE
Estral Beach	SW
Evergreen	NE
Exeter	SW
Farigrove	NE
Farigrove	NE
Fairhaven	NE
Farmington	SW
Farmington	SW
Ferndale	SE
Flat Rock	SW
Flynn	NE
Flynn	NE
Forest	(S. of Willard/E. of Washburn Roads) NE
Forester	NE
Forestville	NE
Fosturia	NE
Fowlerville	NW
Franklin	SE
Fraser	NE
Freedom	SW
Fremont	NE
Frenchtown	SW
Ft. Gratiot	NE
Gagetown	NE
Garden City	SW
Genoa	NE
Gilbratar	SW
Gilford	NE
Goodland	NE
Gore	NE
Grant	NE
Grant	NE
Green Oak	NW
Greenleaf	NE
Greenwood	NE
Grosse Ile	SW
Grosse Pointe	SE
Grosse Pointe Farms	SE
Grosse Pointe Park	SE
Grosse Pointe Shores	SE
Grosse Pointe Woods	SE
Groveland	NW
Hadley	NE
Hadley	NE
Hamberg	NW
Hamtramck	SE
Handy	NW
Harbor Beach	NE
Harper Woods	SE

DTE ENERGY REGIONAL CENTERS

**1-2-5
JUNE 21**

City	Region
Harrison	NE
Hartland	NW
Hazel Park	SE
Highland Park	SE
Highland	NW
Hume	NE
Huntington Woods	SE
Huron	SW
Ida	SW
Imlay City	NE
Imlay	NE
Independence	NW
Indianfields	NE
Ingham	NW
Inkster	SW
Iosco	NW
Ira	NE
Ira	NE
Junlata	NE
Kenockee	NE
Kimball	NE
Kinde	NE
Kingston	NE
Kingston	NE
Koylton	NE
Lake	NE
Lamotte	NE
Lapeer	NE
Lapeer	NE
Lathrup	SE
Lenox	NE
Leroy	NW
Lexington	NE
Lexington	NE
Lima	SW
Lincoln Park	SE
Lincoln	NE
Livonia	SW
Locke	NW
Lodi	SW
Londown	SW
Lum	NE
Lyndon	SW
Lynn	NE
Lyon	NW
Macomb	NE
Macon	SW
Madison Heights	SE
Manchester	SW
Maple Valley	NE
Maple Valley	NE
Marathon	NE

City	Region
Marion	(Sanilac County) NE
Marlette	NE
Marlette	NE
Maybee	SW
Mayville	NE
McKindley	NE
Meade	NE
Melvin	NE
Melvindale	SE
Meridian	NW
Metamora	NE
Metamora	NE
Milan	SW
Milan	SW
Milford	NW
Milford	NW
Millington	(S. of Millington/E. of Reese Roads) NE
Millington	NE
Minden	NE
Minden	NE
Monguagon	SW
Monroe	SW
Monroe	SW
Moore	NE
Mt. Clemens	NE
Mussey	NE
Nankin	SW
New Baltimore	NE
New Boston	SW
New Haven	NE
North Branch	NE
North Branch	NE
Northville	SW
Northville	SW
Northfield	SW
Novesta	NE
Novi	SW
Novi	SW (Wixom covered by NW)
Oak Park	SE
Oakland	NW
Oceola	NW
Oliver	NE
Oregon	NE
Orion	NW
Otter Lake	NE
Owendale	NE
Oxford	NE
Oxford	NE
Paris	NE
Peck	NE
Petersburg	SW
Pigeon	NE

City	Region
Pinckney	NW
Pittsfield	SW
Pleasant Ridge	SE
Plymouth	SW
Plymouth	SW
Pontiac	NW
Port Austin	NE
Port Austin	NE
Port Hope	NE
Port Sanilac	NE
Pt. Huron	NE
Pte. Aux Barques	NE
Putnam	NE
Raisinville	SW
Ray	NE
Redford	SE
Reese	NE
Rich	NE
Richmond	NE
Richmond	NE
Riley	NE
River Rouge	SE
Riverview	SW
Rochester	NW
Rochester Hills	NW
Rockwood	SW
Romeo	NE
Romulus	SW
Rose	NW
Rosville	NE
Royal Oak	SE
Royal Oak	SE
Rubicon	NE
Salem	SW
Saline	SW
Saline	SW
Sand Beach	NE
Sandusky	NE
Sanilac	NE
Scio	SW
Sebewaing	NE
Sharon	SW
Shelby	NW
Sheridan	NE
Sherman	NE
Sigel	NE
Silverwood	NE
South Lyon	NW
South Rockwood	SW
Southfield	SE
Southgate	SE
Speaker	NE

City	Region
Speaker	NE
Springfield	NW
St. Clair	NE
St. Clair Shores	NE
Sterling Heights	NE
Stockbridge	NW
Summerfield	SW
Sumpter	SW
Superior	SW
Sylvan	SW
Taylor	SW
Tecumseh	SW
Thetford	(S. of Willard/E. of Reese Roads) NE
Trenton	SW
Troy	NW
Tuscola	NE
Twp	NE
Tyrone	NW
Ubley	NE
Unadilla	NW
Unionville	NE
Utica	NE
Van Buren	SW
Vassar	NE
Vassar	NE
Verona	NE
Wales	NE
Waltz	SW
Warren	NE
Washington	NW (Macomb. Co.)
Washington	NE (Sanilac Co.)
Waterford	NW
Watertown	NE
Wayne	SW
Webberville	NW
Webster	SW
Wells	NE
Westland	SW
West Bloomfield	NW
Wheatfield	NW
White Lake	NW
White Oak	NW
Williamston	NW
Williamstown	NW
Winsor	NE
Wisner	NE
Woodhaven	SW
Worth	NE

City	Region
Worth	NE
Wyandotte	SE
York	SW
Ypsilanti	SW
Ypsilanti (Downtown)	SW
Ypsilanti	SW

TOLL FREE NUMBER FOR SERVICE CONNECTIONS, ALL REGIONS 1.800.338.0178

REGIONS (4)

NORTHEAST REGION:
MOUNT CLEMENS

43230 Elizabeth Drive
Clinton Twp., MI 48036
Phone: 586.783.2026
Fax: 586.783.1981

NORTHWEST REGION:
PONTIAC

1970 Orchard Lake Rd
Sylvan Lake, MI 48320
Phone: 248.427.2200
Fax: 248.427.2929

SOUTHEAST REGION:
DOWNTOWN CENTER

One Energy Plaza
570 SB
Detroit, MI 48226
Phone: 313.235.4400
Fax: 313.235.4444

SOUTHWEST REGION:
WESTERN WAYNE

8001 Haggerty Rd.
Belleville, MI 48111
Phone: 734.397.4321
Fax: 734.397.4143

SATELLITE LOCATIONS (5)

LAPEER S.C.

1100 Clark Rd.
Lapeer, MI 48446
Phone: 313.235.7382
Fax: 313.235.5018

MARYSVILLE S.C.

3223 Ravenswood Ave.
Marysville, MI 48040
Phone: 313.212.3949

NORTH AREA ENERGY CENTER

4100 Doerr Rd.
Cass City, MI 48726
Phone: 313.715.3929
Fax: 989.872.6108

SHELBY S.C.

6301 23 Mile Rd.
Shelby Twp. MI 48316
Phone: 248.580.4273

HOWELL S.C.

1095 Lawson Dr,
Howell, MI 48843
Phone: 313.570.4348

**Section 1 SIM
Sequence List**

Section 1 SIM	Year	Revision Description
01-01-01	Jun-21	New Electric Service Group phone number added
01-01-02	Jun-21	Comment (d) added
01-01-03	Jun-21	Comment (g) added
01-01-05	Jun-21	Updated ESIG link, updated "Lines engineering" to "Engineering Standards"
01-02-01	Jun-21	Updated Regional Area Map
01-02-02	Jun-21	Regional Centers Table Headers added
01-02-03	Jun-21	Regional Centers Table Headers added
01-02-04	Jun-21	Regional Centers Table Headers added
01-02-05	Jun-21	Regional Centers Table Headers added
01-02-06	Jun-21	Regional Centers Table Headers added
01-02-07	Jun-21	Regional Centers Table Headers added
01-02-08	Jun-21	Regional Centers Table Headers added
01-02-09	Jun-21	Updated Contact info, updated satellite locations