

City of Schertz Planning & Community Development

When do I need a permit for Electrical work?

An electrical permit **IS** required for the following:

- Installation or alteration of any permanent wiring or electrical device.
- Run additional wiring, installation of a new electrical outlet/receptacle or light fixture or to convert from a fuse to a circuit breaker.
- Repair or replacement of electrical service to a structure where the meter is located. The City must inspect any electrical work that requires a service reconnect by GVEC, CPS or NBU.
- When electrical work must be performed in an emergency, the work may be done, and the permit application submitted and obtained the next business day at the City of Schertz Inspection Division.

An electrical permit is **NOT** required for the following:

- Repairing or Replacing an existing breaker or fuse type disconnect for a branch circuit.
- Repair to a damaged electrical outlet installed in the wall.

Homestead owners can do all work on their homes without hiring a Texas Licensed Electrical Contractor as long as they are personally doing the repair or installation themselves.

When hiring an electrician, we encourage you to please verify that the electrical contractor is licensed as an Electrical Contractor with the Texas Department of Licensing and Regulation <https://www.tdlr.texas.gov/LicenseSearch/?program=ELC> . Additionally, the site will allow you to verify that the contractor has current insurance.

Always ask for a written bid, proposal or contract for any electrical work being performed. The contract should contain the following:

- The electrical contractor's name, business address, phone number and license number should appear on all bid, proposals, invoices, and written contracts.
- Includes a description of all work and fees associated with the work to be performed.
- Contains the words "Regulated by The Texas Department of Licensing and Regulation" along with the mailing address and phone number.