

Gas relocation



We've made it easier than ever to initiate your construction project. Whether it's a small-scale project or a larger new development, you can submit your project [online](#) to SDG&E®.

This step-by-step guide will explain the steps and actions you or your contractor will need to take in the following phases:

1. PROJECT PLANNING

2. PRE-CONSTRUCTION

3. CONSTRUCTION




For more information, please visit our Builder Services Resource Center at sdge.com/builder-services.

1. PROJECT PLANNING

Application	Submit your request for a service using our online application found here: sdge.com/apply-service .
Working with SDG&E	SDG&E will assign a Planner and/or Coordinator to help you through the construction process. Your SDG&E Planner will provide you with a service/work order package specifying an approved meter location , gas relocation installation instructions, and any fees, contracts, or additional documents associated with your project.
Work order fees	Before scheduling your work, follow instructions in your service/work order package to pay any work order fees that are due and return any required documents.
Permits	Contact your city's Building Department to obtain any necessary plumbing permits. Also ask the city if your project will require an excavation permit to dig. It's important to verify with the city that your permit number matches your SDG&E paperwork and address on file.

2. PRE-CONSTRUCTION: UNDERGROUND TRENCHING

Call DigAlert 48 hours notice	Call USA Underground Service Alert at 811 or 1-800-227-2600 to locate existing utility lines. This free service helps prevent accidental digging into utility lines.
Schedule an SDG&E Trench Inspector before you dig	<p>Contact your SDG&E representative to schedule a visit with an SDG&E Trench Inspector who will review your plans and advise of any necessary corrections.</p> <p>Have specific plan information available for your Trench Inspector:</p> <ul style="list-style-type: none">a. Trench depth, route and fill materialsb. The separation and location within the trench of different utility lines (electric, gas, telephone and cable TV services)

Plumbing	Have your plumber or contractor re-plumb your gas houseline following applicable municipal codes and the written instructions on your service/work order package.
Dig your trench	After your SDG&E Trench Inspection meeting, dig your trench and install the required sand base following the instructions of your SDG&E Inspector. Trenching guidelines can be found in SDG&E's Trenching Standard at sdge.com/project-resources . Please see Construction Standards Underground Manual, Sections 3370 & 3371 - UG Dist (UD) Trenches and Utility Positioning.
Install gas service pipe	Contact your SDG&E representative to schedule a gas crew to install the gas service pipe in your trench and change and/or relocate your gas meter. This step may require a joint meeting with your plumber and the SDG&E crew. Your SDG&E Inspector will let you know if this is necessary.
Install utilities	If necessary, install your telephone and/or cable television as directed by your Inspector.
Backfill the trench	Using a Veriforce-certified backfiller, backfill the trench by adding acceptable shading material, like sand or other suitable material to the trench.
Schedule City/County inspection	Contact the city your project is in (County of San Diego for unincorporated areas) and schedule a final city/county inspection for your metering equipment and internal plumbing.
Account billing	If you are setting up a new billing account , call SDG&E at 1-800-411-SDGE (7343) .  Note: A new meter cannot be energized until a billing account has been set up.

3. CONSTRUCTION: ENERGIZE

Energize	Contact your SDG&E representative to schedule the installation of your gas meter and the lighting of your gas equipment pilot lights.
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If you have any questions, call **1-877-789-9866** or visit [sdge.com/builder-services](https://www.sdge.com/builder-services).