

New service for electric & gas



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

1. PROJECT PLANNING





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

Application	Submit your request for a service using our online application found here: sdge.com/apply-service .
Permits	Contact your Building Department to obtain electrical and/or 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.
Working with SDG&E	SDG&E will assign a Planner and Coordinator to help you through the construction process. Your SDG&E Planner will provide you with a service/work order package noting electric/gas meter panel 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.

2. PRE-CONSTRUCTION: UNDERGROUND TRENCHING

When installing your service, you may install gas only, electric only or both gas & electric. Refer to your SDG&E approval meter location in your service/work order package.

		Gas Only	Electric Only	Gas & Electric
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.	X	X, if UG	X
Schedule an SDG&E Trench Inspector before you dig	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. Have specific plan information available for your Trench Inspector: <ol style="list-style-type: none"> a. Trench depth, route and fill materials b. Acceptable conduits and other required materials c. The separation and location within the trench of different utility lines (electric, gas, telephone and cable TV services) 	X	X	X
Install electric meter panel	Install your electric meter panel in the approved location according to the instructions in the service/work order package.		X	X

		Gas Only	Electric Only	Gas & Electric
Install gas houseline	Have plumber or contractor install your gas houseline in approved location.	X		X
Dig your trench	After your SDG&E Trench Inspection meeting, dig your trench, dig your trench and install your electric conduit. Trenching guidelines can be found in SDG&E's Trenching Standard at https://www.sdge.com/project-resources . Please see Construction Standards Underground Manual, Sections 3370 & 3371 - UG Dist (UD) Trenches and Utility Positioning.	X	X, if UG	X
Conduit	Install your electric conduit.		X, if UG	X
Sand base	Install the required sand base.	X		X
Install utilities	If necessary, install your telephone, cable television and water lines as directed by your Inspector.		X, if UG	X, if UG
Add shading material	Add acceptable shading material like sand or other suitable material to the trench.		X, if UG	X, if UG
Gas service line	Contact your SDG&E Coordinator to schedule an SDG&E gas crew to install and energize the gas service lines.	X		X
Backfill the trench	A qualified backfiller through Veriforce® is required.  Note: Find a list of contractors available at sdge.com/project-resources to backfill the trench and compact to meet city or county codes.	X		X
Schedule City/County inspection	Schedule a final city/county inspection for your metering equipment and internal wiring. The city or county will notify SDG&E within 2 business days.	X	X	X
Schedule final trench inspection	The SDG&E Inspector will ask you to mandrel the conduit, a process that ensures the conduit is clear for the SDG&E crew to pull wire to your meter panel.	X	X, if UG	X
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.			X

3. CONSTRUCTION: UNDERGROUND AND OVERHEAD

At this point, the SDG&E Inspector has inspected and given approval of the trench, electric conduit and gas houseline location you provided for your electric and gas facilities. You are now ready to obtain the final inspection of your project from the city or county, which will include your electric panel and/or gas houseline, and the wiring and plumbing into and within the building. *Refer to your SDG&E approval meter location in your service/work order package.*

		Gas Only	Electric Only	Gas & Electric
Connect gas	Contact your SDG&E Coordinator to confirm the municipal inspection release and schedule an SDG&E gas crew to install your gas meter and light your gas equipment pilot lights.	X		X
Connect electric	Contact your SDG&E Coordinator to schedule an SDG&E crew to connect your electric service and install your meter.		X	X

If you have any questions, call **1-877-789-9866** or visit [sdge.com/builder-services](https://www.sdge.com/builder-services).

