



Agency Projects Involving PG&E Facilities

Plan Review, Delineation Maps, and Utility Relocations

An overview of how agency partners should engage PG&E in planning their projects.

Pre-Design Phase

Plan Review

Please submit all preliminary development documents or drawings and street or PUE/PSE vacation notices to the following mailbox: PGEPlanReview@pge.com. A response letter will be issued within **45 calendar days of submission** and will provide additional information or requirements as needed.

The plan review process does not replace the application process for PG&E gas or electric service that development plans require. For these requests, please continue to work with PG&E's service planning department and submit requests using the PG&E Your Projects Portal: [Sign In \(yourprojects-pge.com\)](https://Sign In (yourprojects-pge.com)).

Early Design Phase

Facility Map Delineations

To requests delineation maps for review of potential PG&E facility conflicts, for gas please submit to the following mailbox: DelineationMapRequests@pge.com. For electric, please submit through the JUMP Portal: Joint Use Map Portal.

Please note: When a request is submitted, the Delineation Team member will confirm with you if a Nondisclosure Agreement needs to be filled out or is already on file.

Later Design Phase

Work Requested by Others (WRO)/Facility Relocations

Once potential conflicts have been identified, please submit relocation requests of PG&E's facilities through PG&E's Your Projects Portal: [Sign In \(yourprojects-pge.com\)](https://Sign In (yourprojects-pge.com)). Create a new account or use an existing account. Multiple projects and requests can be managed under one account. Conflict Plans need to be included with the application.

The **Conflict Plan** must include:

- **Design Phase:** The plan must be at least at the 65% design phase.
- **Right of Way Lines:** Clearly delineate and label both existing and new (proposed) right of way lines where applicable.
- **Proposed Improvements:** Show proposed improvements, including cross sections, profiles, drainage, structures, etc.
- **PG&E Facilities:** Identify and clearly note what each PG&E facility is in conflict with that requires relocation or adjustment. If PG&E facilities are going to be *Protected in Place*, provide additional information/notes on how the facilities will be protected and what kind of work will be taking place around the facilities.
- **Dimensions at Each Conflict:**
 - i. From the section line to the existing right of way line (if applicable).
 - ii. The total road right of way width of the existing right of way.
 - iii. From the PG&E facility to the existing right of way line.

Also, include in the PG&E Relocation Application:

- a. CAD files

Note: Relocation requests will vary widely due to workload and job complexity. Gas and electric distribution relocations can take a minimum of 9-12 months to complete. Gas and electric transmission relocations can take a minimum 18-24 months to complete. Plan accordingly.

General PG&E Easement and Property Info

For more information including, but not limited to, using PG&E owned property, reporting issues on PG&E owned property, information on PG&E easements or terminating PG&E easements, and cellular site leasing, refer to PG&E's website: Easement and property requests.