

# NATURAL GAS SERVICE LINE & METER INSTALLATION APPLICATION NEW RESIDENTIAL STRUCTURE



Please complete application and return with site survey.

PROPERTY RECEIVING SERVICE	
Legal Address _____	
Physical City/Township _____	
State _____	ZIP Code _____
Property Identification # _____	
Legal Description Lot _____	Block _____
Addition/Subdivision _____	

BILLING INFORMATION	
(Company) Name _____	
Contact Name _____	
Address _____	
City/State/ZIP _____	
Phone _____	Fax _____
Email _____	

What is the primary use of the building? Residence Other Residential Structure (e.g. Garage) \_\_\_\_\_

NOTE: If this building will be used as a business, please contact MN Meter and Service Requests Hotline at 612-342-5123 or 800-342-4166.

Field Contact Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

## CONSTRUCTION INFORMATION

<b>BUILDING TYPE</b> Single Family Home Town Home Mobile Home Other _____	<p><b>A SITE READY PHOTO OF YOUR STRUCTURE IS REQUIRED PRIOR TO INSTALLATION.</b></p> <p>A picture is needed showing your meter location starting at the ground and up to the roof.</p> <p><b>SEND PHOTO WITH WORK ORDER NUMBER TO:</b>  <a href="mailto:CSV.NEWCONSTRUCTION@CenterPointEnergy.com">CSV.NEWCONSTRUCTION@CenterPointEnergy.com</a></p>	<b>CONSTRUCTION SCHEDULE</b> Refer to page 2 for Site-Readiness Requirements Projected Site-Ready Date _____ Requested Installation Date _____ Closing Date _____
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Indicate the desired meter location below. Refer to Natural Gas Meter Requirements and Natural Gas Service Line Requirements on page 2.

- Marked on attached Site Survey
- Opposite garage \_\_\_\_\_ feet back from front corner right side left side
- On garage \_\_\_\_\_ feet back from front corner right side left side
- Other Location \_\_\_\_\_

What pressure is required at the meter? 2PSI 7"WC

Meter sets should be located away from potential damage from vehicles. Meters exposed to potential vehicle damage will require meter protection at an additional charge. Refer to page 2.

Will meter be exposed to vehicle damage? Yes No

## GAS LOAD INFORMATION

HEAT SOURCES	NATURAL GAS APPLIANCES					
Check all available heat sources.	Indicate the number of each type of natural gas appliance and total BTU ratings rounded to the nearest 1,000.					
	#	Appliance Type	Total BTUs	#	Appliance Type	Total BTUs
Natural Gas Furnace or Boiler	___	Furnace	___,000 BTUs	___	Tankless Water Heater	___,000 BTUs
Non-Gas Furnace or Boiler	___	Boiler	___,000 BTUs	___	Water Heater	___,000 BTUs
Air Source Heat Pump	___	Range/Oven	___,000 BTUs	___	Clothes Dryer	___,000 BTUs
Geothermal Heat Pump	___	Fireplace	___,000 BTUs	___	Garage Heater	___,000 BTUs
Electric Baseboard Heating	___	Fire Pit	___,000 BTUs	___	Grill	___,000 BTUs
Electric Plenum Heater	___	Generator	___,000 BTUs	___	Other _____	___,000 BTUs
Biofuel (wood, corn, etc...)	___	Pool Heater	___,000 BTUs	<b>Total Gas Load</b>		___,000 BTUs
Other _____						

## LEGAL AND REGULATORY

- Applicable construction charges and other charges will be assessed pursuant to rates and tariffs on file with the Minnesota Public Utilities Commission, including out-of-season charges, extraordinary construction costs and/or additional charges. All rates, charges and conditions of service are governed by applicable CenterPoint Energy Tariffs. Charges listed on this form are provided for informational purposes only. The customer should consult CenterPoint Energy's tariff for current charges. [www.CenterPointEnergy.com/Tariffs](http://www.CenterPointEnergy.com/Tariffs)
- When a multiple meter fit (2-fit and larger) is installed, CenterPoint Energy will label each meter with a house unit number using a permanent marker. The customer will be responsible for labeling the house piping as stipulated in Section 401.7 of the International Fuel Gas Code, and connecting the correct meter to the appropriate house piping.
- There is a basic customer charge per meter, per month. Billing for this basic charge will commence within 30 days of meter installation. Installation charges will be billed upon completion.
- BY ACCEPTING GAS SERVICE CUSTOMER AGREES TO ALL OF THE TERMS AND CONDITIONS OF SERVICE AS CONTAINED IN APPLICABLE TARIFFS. Customer will reimburse CenterPoint Energy for all applicable Construction charges pursuant to rates and tariffs on file with the Minnesota Public Utilities Commission, including out-of-season charges, extraordinary construction costs and/or additional charges. Tariff charges may change without notice to customer.
- **By my signature, I agree I have read and understand the terms and conditions of this application for gas meter and service line installation, including terms contained in applicable tariffs.**

Signature of Applicant \_\_\_\_\_ Printed Name \_\_\_\_\_ Date \_\_\_\_\_

Property Owner Authorized Agent of Property Owner

**ELECTRONIC SIGNATURE DISCLOSURE:** CenterPoint Energy accepts electronic signatures pursuant to Minnesota statute 302A.015.

# NATURAL GAS SERVICE LINE & METER INSTALLATION APPLICATION



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## CONSTRUCTION CHARGES - Applicable year round

**Excess Service Line Footage - \$4.00 per foot**  
 NOTE: \$4 per foot will be charged for footage over 75 feet for service to a residence where a natural gas furnace or boiler is the primary source of heat. Service to any other structure will require a quote.

**Directional Boring (If necessary) Per Inspector's Quote**

## EXTRAORDINARY CHARGES - As necessary per ground conditions

**Long Side Directional Boring - \$250 per hour** (average 10 hours)  
**VAC Truck (gas main under pavement) - \$275 per hour**  
 These charges are current as of February 2017 and may change in accordance with CenterPoint Energy's contract rates.

## METER PROTECTION CHARGES - If required

**Guard Posts installed during the Construction Season**

1 Post = \$394	2 Posts = \$767	3 Posts = \$1121
4 Posts = \$1454	5 Posts = \$1768	6 Posts = \$2061

7 or more posts = \$334 each additional  
**Guard Posts Installed Out-of-Season See Out-of-Season Construction Charges**

## NATURAL GAS METER REQUIREMENTS (May vary by city)

- Regulator and relief valve must be located where gas can escape freely away from any opening into the building or any source of ignition. A 3' clear zone is required from:
  - Fresh air intakes, exhaust vents or water spigots
  - Doors, operable windows or overhead garage doors
  - Electric meter, water meter, subpanels or breakers
  - Air conditioner or heat pump units, shut-offs or breakers
  - Exterior lights, outlets, internet, telephone or cable circuits
  - Outdoor grills or fire pits
- Avoid locations directly below roof valleys, downspouts, decks, stairs or partial overhangs to prevent damage from falling ice.
- Meter should be located away from potential damage to vehicles. Meters exposed to potential damage will require meter protection at an additional charge. See Meter Protection Charges above for details.
- Banked meters are preferable for townhouse buildings, whenever possible.

**NOTE:** The customer will be responsible for all costs to relocate the gas meter if the customer does not adhere to the minimum clearance requirements or there is a request to relocate the meter after the initial installation.

## NATURAL GAS SERVICE LINE REQUIREMENTS

- Minimum of 3' from property line (unless easement exists)
- Minimum of 6' from building structure, if service line will be parallel to it
- Minimum of 8' from buried fuel tanks (varies by municipality)
- Minimum of 10' from wells and septic tanks
- Installed in a straight line perpendicular to gas main when possible

## CONTACT INFORMATION

**Work Order Management/MN Meter & Service Request**  
**Hotline: 800-342-4166 or 612-342-5123**  
**Fax: 800-365-9188 or 612-321-5573**

**Construction Services**  
**Scheduling & Site Readiness Hotline: 612-321-5310**

**Website: CenterPointEnergy.com**  
**E-mail: WOM@CenterPointEnergy.com**  
**Mail: Work Order Management**  
**CenterPoint Energy**  
**P.O. Box 1165**  
**Minneapolis, MN 55440-1165**

**NOTE:** Processing time is 4-6 weeks from receipt of application.

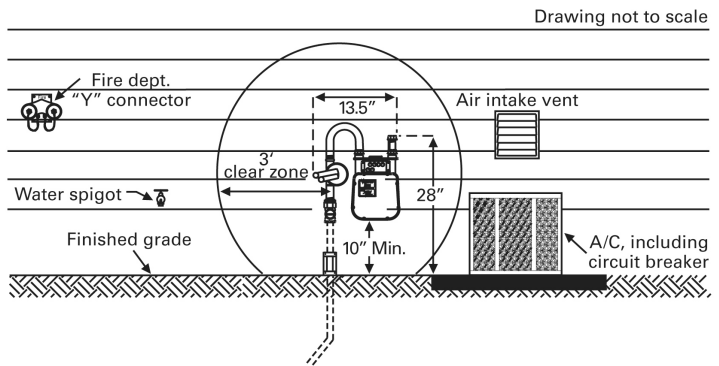
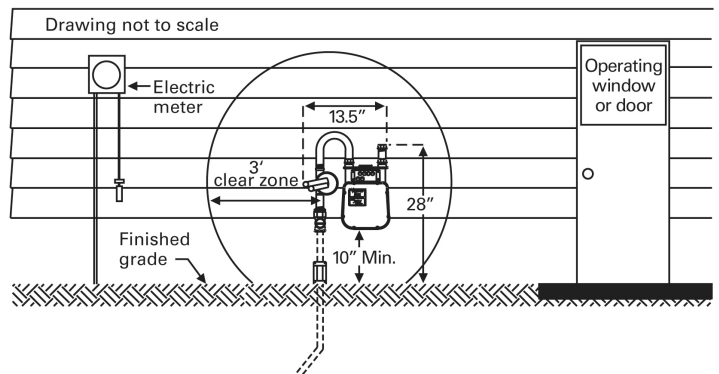
## OUT-OF-SEASON CONSTRUCTION CHARGES\*

**When winter conditions exist between NOVEMBER 1 and APRIL 1**  
 After November 1, installations requiring a road crossing may be unavailable due to municipality restrictions or weather conditions.

**Frost Burner Charges \$240 per burner per day**  
 Note: Typically two burners are needed for three to six days. Site conditions may require additional usage.

**Service Footage Charges \$4.00 per foot for entire service length**  
 \*Out-of season construction charges are in addition to construction charges.  
 \*Out-of-season construction charges will not apply if the following conditions are met:  
 - A completed, signed application is received by **OCTOBER 15**  
 - The property meets site-ready requirements by **NOVEMBER 1**

## MINIMUM CLEARANCES FOR GAS METER INSTALLATION



## INSTALLATION SITE-READINESS REQUIREMENTS

- Site must be graded to within 6" of final grade
  - Basement / Foundation in and backfilled
  - Clear 8' wide path from the gas main to meter location
  - All exterior walls must be framed
  - All roof trusses must be set
  - Site Ready picture of structure
  - Clearly mark / stake the location of all private underground utilities located on the property such as:
    - Sewer lines
    - Water lines
    - Electric lines
    - Fuel lines
    - Sump drains/extensions
    - Septic tanks/drain fields
    - Wells
    - Sprinkler systems
    - Invisible fences
- NOTE:** CenterPoint Energy and its representatives are not responsible for damage to these items if they are not clearly marked at the time of installation.