

Site Readiness Photo Instructions for Customer-Requested Gas Service

Before Consumers Energy can install your service, your site must pass the Company's site readiness check. To prepare for this milestone, you must return a signed and completed **GO-READY Checklist** (attached to your invoice) along with site readiness photos.

Submit the checklist and photos to email address: poboxservicerequest@cmsenergy.com or to your assigned project coordinator. In the subject line, include the site address and the Consumers Energy assigned notification number.

Site readiness photo submission is a regulatory requirement. When submitting, follow the requirements in this document.

Requirements for Site Readiness

For proper meter clearances, refer to the Gas Meter Location letter or reach out to your Project Coordinator.

New Business Gas Service

- Meter location must be labeled with the word GAS or G or fuel line stubbed out at the meter location.
 - A piece of plywood is also acceptable if propped up at the meter location.
 - A weatherproof, permanent backer plate is required for houses that will receive siding. Backer material must meet requirements set forth in [Michigan Building Code, Chapter 14 "Exterior Walls."](#) The board's color is the owner's preference.
- Meter location must be outside on the building wall or on a pedestal next to the wall of the building/property being served.
 - No obstructions on the wall where the meter will be located such as water boxes, Generac box/transfer switch, solar boxes, motor intake exhaust, disconnects, outlets, vents, water hose reels.
- Site must be to rough grade (3" to final grade). Grade must be leveled, and private utilities located within 12 to 15 feet of the service line (future or existing) must be clearly marked.
- 12-foot clear proposed service pathway from the meter location to the gas main location (see service design for service pathway and gas main location).
- Installed subfloor for open basements and depending on meter size:
 - 250 meter: foundation walls.
 - 425-800 meters: framed walls.
 - 2M rotary meter or higher: finished walls.

Relocate Gas Meter/Gas Service

Follow the requirements for New Business.

- The homeowner must hire their own contractor and pull their own permits for fuel line additions of 10 feet or more or when wall obstructions cannot be moved.
- Customer-owned fuel line must be moved and visible (stubbed out) at the new meter location for same-day gas supply.
 - If not stubbed out, the customer will be without a gas supply to their property until the customer's fuel line is installed.
 - Customers will need to call for a turn-on once fuel line is tied in.
 - The customer's mechanical contractor will complete the fuel line tie in, unless previously discussed with Project Coordinator.
- A pedestal shall be installed at the new meter location for mobile homes.

Meter will not be installed at the new location unless the customer's fuel line is visible in submitted photos.

Gas Meter Upgrade

Follow the requirements for Relocate Gas Meter.

- No obstructions above the meter such as conduit lines, electric meters, hose reels, and water boxes.
- Meter must be 3 feet away from an ignition source such as a generator or outlet.
- 12-foot clear pathway from the meter location to the gas main. (To ensure there is a clear pathway for Service/C&I vehicles to drive/park for larger and multiple meters.)

Gas Meter Set

Follow the requirements for a Gas Meter Upgrade.

- Pedestal/Post must be installed for mobile home – Post must meet Consumers Energy's current requirements. Consumers Energy will not set a meter onto an outdated meter pedestal. Please consult with your Project Coordinator for current requirements.
- Only a single 250-meter set is eligible for a no-fuel-line-visible configuration.
- All fuel lines must be tagged with Consumers Energy aluminum tags for existing multi-bar meter stands. (Contact your Project Coordinator for meter tags and instructions on how to tag your fuel lines.)

Retire/Renew Gas Service

Follow the requirements for New Business.

- If a post (temporary meter stand) is customer requested or recommended by your Project Coordinator, the installation of the post must meet Consumers Energy requirements. Please contact your Project Coordinator for the latest requirements.
- If renewed service or meter will be installed to a new location, see the “Relocate Gas Meter/Gas Service” section.
- Some locations may not be able to accommodate a 12-foot clearance due to overall site dimensions.

Photo Instructions – Gas Service

Site readiness photo submission is a regulatory requirement.

New Business	Site to rough grade. Grade must be leveled. No ruts.	12-foot clear pathway from meter location to gas main. Stand at the meter location and face the location of the main to take the photo. (See design for location of the main.)	Customer privately owned utilities located within 12 to 15 feet of the service line (future or existing) must be clearly marked. Clear pathway to the meter location, with no debris at meter.	Meter location marked. Meter must be mounted to a weatherproof, permanent backer plate for houses that will receive siding.	---
Relocate (See note below)	New meter location. Visible fuel line, if stubbed out.	12-foot clear pathway to new meter location.	No debris at meter location.	Customer privately owned utilities located within 12 to 15 feet of the service line (future or existing) must be clearly marked. Clear pathway to the meter location, with no debris at meter.	---
Upgrade (See note below)	Current meter location.	12-foot clear pathway to the meter location, with no debris at meter. Stand at the meter location and face the location of the main to take the photo. (See design for location of the main.)	---	---	---
Meter Set Multi-Meter (MM) Single-Meter (SM)	Multi-meter bracket with visible fuel line for a multi-bar stand, 425 meter and higher. MM & SM	Fuel line tagged with CE tags and service line connected to the bracket for multi-meter stand. MM	12-foot clear pathway to meter location, no debris at meter. Stand at the meter location and face the location of the main to take the photo. (See design for location of the main.) MM & SM	Pedestal/post for mobile home. Meter must be mounted to a weatherproof, permanent backer plate for houses that will receive siding.	Meter posts for temporary meter stand.
Retire/Renew	12-foot clear pathway from meter location to gas main. Stand at the meter location and face the location of the main to take the photo. (See design for location of the main.)	Customer privately owned utilities located within 12 to 15 feet of the service line (future or existing) must be clearly marked. Clear pathway to the meter location, with no debris at meter.	Meter location marked. If the meter is being moved to a new location where siding is not present, a weatherproof, permanent backer plate is required. If siding is present, the siding can be used as the permanent mounting backer.	---	---

Note: A customer remodeling their home’s exterior, including changing siding, may not have a backerboard behind the meter (because the service was installed before this standard existed). They must contact Consumers Energy to move the meter so a backerboard can be added.

Realistically, there will be instances when homeowners, builders, or contractors temporarily move Company meters without the Company’s permission or knowledge. If you encounter such situations, inform customers of the process and what needs to take place to safely side around the metering. Request that CE temporarily remove the metering, bracket, etc. or relocate the metering to a new location with a backerboard or new final wall covering.

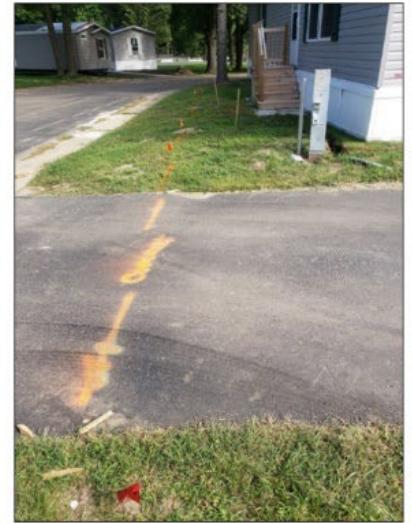
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Rough grade.



Clear pathway from meter location to gas main.



Private utilities marked or flagged.



Multi-meter bracket showing Consumers Energy tags on fuel lines and service line connected to bracket.



Mobile home pedestal.



Freestanding/temporary meter post.

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New meter location visible with stubbed out fuel line.



No debris at meter location.



Meter location marked with plywood marked Gas.



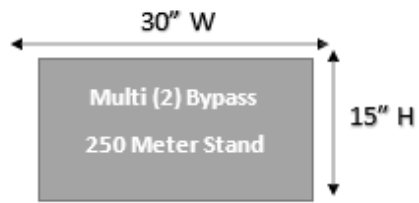
Weatherproof permanent backer plate for mounting a meter.



Meter mounted on a weatherproof permanent backer plate.

Gas Backerboard Specifications – New Builds

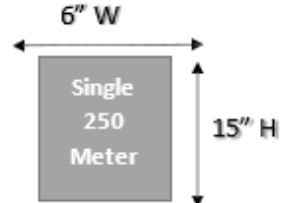
Rough grade is defined as within 3" of final grade.



30"

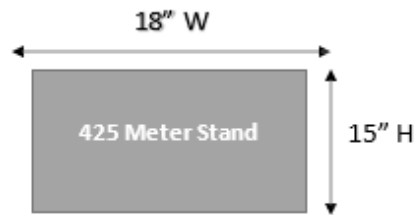
Rough Grade

For every additional meter, add 20" to the width



24"

Rough Grade



32"

Rough Grade