

PUBLIC UTILITIES COMMISSION  
505 Van Ness Avenue  
San Francisco CA 94102-3298



**Southwest Gas Corporation**  
**GAS (Corp ID 905)**  
**Status of Advice Letter 1180G**  
**As of July 16, 2021**

Subject: Modifications to Mobilehome Park Utility Conversion Program Application in Compliance with Decision (D.) 20-04-004

Division Assigned: Energy

Date Filed: 06-17-2021

Date to Calendar: 06-21-2021

Authorizing Documents: D2004004

<b>Disposition:</b>	<b>Accepted</b>
<b>Effective Date:</b>	<b>07-17-2021</b>

Resolution Required: No

Resolution Number: None

Commission Meeting Date: None

CPUC Contact Information:

[edtariffunit@cpuc.ca.gov](mailto:edtariffunit@cpuc.ca.gov)

AL Certificate Contact Information:

Valerie Ontiveroz

702-876-7323

[valerie.ontiveroz@swgas.com](mailto:valerie.ontiveroz@swgas.com)

**PUBLIC UTILITIES COMMISSION**  
505 Van Ness Avenue  
San Francisco CA 94102-3298



To: Energy Company Filing Advice Letter

From: Energy Division PAL Coordinator

Subject: Your Advice Letter Filing

The Energy Division of the California Public Utilities Commission has processed your recent Advice Letter (AL) filing and is returning an AL status certificate for your records.

The AL status certificate indicates:

- Advice Letter Number
- Name of Filer
- CPUC Corporate ID number of Filer
- Subject of Filing
- Date Filed
- Disposition of Filing (Accepted, Rejected, Withdrawn, etc.)
- Effective Date of Filing
- Other Miscellaneous Information (e.g., Resolution, if applicable, etc.)

The Energy Division has made no changes to your copy of the Advice Letter Filing; please review your Advice Letter Filing with the information contained in the AL status certificate, and update your Advice Letter and tariff records accordingly.

All inquiries to the California Public Utilities Commission on the status of your Advice Letter Filing will be answered by Energy Division staff based on the information contained in the Energy Division's PAL database from which the AL status certificate is generated. If you have any questions on this matter please contact the:

Energy Division's Tariff Unit by e-mail to  
**[edtariffunit@cpuc.ca.gov](mailto:edtariffunit@cpuc.ca.gov)**



# **SOUTHWEST GAS CORPORATION**

June 17, 2021

## **Advice Letter No. 1180-G**

(U 905 G)

Public Utilities Commission of the State of California

### **Subject: Modifications to Mobilehome Park Utility Conversion Program Application in Compliance with Decision (D.) 20-04-004**

Southwest Gas Corporation (Southwest Gas) hereby submits for approval by the California Public Utilities Commission (Commission) revisions to its California Gas Tariff. The tariff sheets being modified as a result of this submission are listed on Attachment A.

### **Purpose**

The purpose of this submission is to modify Form 913.1 - Mobilehome Park Utility Conversion Program Application (MHP Application).

### **Background**

On April 16, 2020, the Commission approved D.20-04-004 in Rulemaking (R.) 18-04-018, establishing a 10-year Mobilehome Park Utility Conversion Program (MHP Program) beginning in 2021, primarily relying on the MHP Pilot program requirements adopted in D.14-03-021, and subject to additional requirements and adjustments.

Pursuant to Ordering Paragraph (OP) 9 in D.20-04-004:

Within 45 days of the issuance of this decision, each electric and/or gas corporation must file a Tier 2 Advice Letter with the Commission's Energy Division for approval of new tariffs to establish a voluntary, mobilehome park/manufactured housing community utility conversion program that contains all of the program components referenced in these Ordering Paragraphs and further described in this decision. The Energy Division shall consult with the Safety and Enforcement Division to ensure that the Advice Letter complies with this Decision.<sup>1</sup>

On June 8, 2020, Southwest Gas submitted Advice Letter No. (AL) 1136 to modify Rule No. 23 and relevant MHP Program forms (including the MHP Application), in conformance with D.20-04-004. On October 30, 2020 and November 12, 2020, Southwest Gas submitted AL 1136-A and 1136-B, respectively, to partially supplement AL 1136 to revise

---

<sup>1</sup> *Id.*, at pgs. 173-174.



Advice Letter No. 1180-G  
Page 2  
June 17, 2021

Rule No. 23. AL 1136, AL 1136-A and AL 1136-B were approved on November 17, 2020, effective July 8, 2020.

Southwest Gas requests approval of ministerial revisions to the MHP Application, as described below.

### **Proposed MHP Application Revisions**

The proposed revisions to the MHP Application, included as Attachment A are:

- Removing “the” before California Department of Housing and Community Development (Page 1 of 12)
- Correcting “sub-meter” to “sub-metered” and adding “sub-metered or non-sub-metered” to clarify these mobilehome parks are eligible (Page 1 of 12)
- Removing “A1” from SoCalGas’ mailing address (Page 3 of 12)

A redlined version identifying the modifications to the MHP Application are shown in Attachment B.

### **Effective Date**

Southwest Gas believes this Advice Letter is subject to Energy Division disposition and should be classified as Tier 2 (Effective after Energy Division Disposition) pursuant to General Order (GO) 96-B. This Advice Letter is submitted in accordance with OP 9 of D.20-04-004. Southwest Gas respectfully requests this Advice Letter be approved July 17, 2021 which is thirty (30) days from the date submitted.

### **Protest**

Anyone may protest this Advice Letter to the Commission. The protest must state the grounds upon which it is based with specificity. The protest must be sent no later than 20 days after the date of this Advice Letter submission and shall be sent by letter via U.S. Mail, facsimile, or electronically mailed. The address for mailing or delivering a protest to the Commission is:

ATTN: Tariff Unit  
Energy Division  
California Public Utilities Commission  
505 Van Ness Avenue, 4<sup>th</sup> Floor  
San Francisco, CA 94102  
Email: [edtariffunit@cpuc.ca.gov](mailto:edtariffunit@cpuc.ca.gov)  
Facsimile: 415-703-2200



Advice Letter No. 1180-G  
Page 3  
June 17, 2021

Copies should also be mailed to the attention of the Director, Energy Division, Room 4004, at the same address as above and mailed, emailed or faxed to:

Ms. Valerie J. Ontiveroz  
Regulatory Manager/California  
Southwest Gas Corporation  
P.O. Box 98510  
Las Vegas, NV 89193-8510  
Email: [valerie.ontiveroz@swgas.com](mailto:valerie.ontiveroz@swgas.com)  
Facsimile: 702-364-3446

Please also direct other communications regarding this Advice Letter to the above-named individual.

**Notice**

Pursuant to Energy Industry Rule 3.1(2), Southwest Gas is exempt from the notice requirements set forth in General Rule 4.2 in GO 96-B since this Advice Letter is submitted in accordance with previously D.20-04-004.

**Service**

In accordance with GO 96-B, General Rule 7.2, Southwest Gas is serving copies of this Advice Letter and related tariff sheets to the utilities and interested parties shown on the attached list. Southwest Gas is also serving this Advice Letter on the established service list in R.18-04-018.

Respectfully submitted,

SOUTHWEST GAS CORPORATION

By:   
Valerie J. Ontiveroz

Attachments

**Distribution List**

Advice Letter No. 1180-G

In conformance with GO 96-B, General Rule 4.3

The following individuals or entities have been served by electronic mail:

Elizabeth Echols, Director  
Public Advocates Office  
[elizabeth.echols@cpuc.ca.gov](mailto:elizabeth.echols@cpuc.ca.gov)

Pacific Gas & Electric Company  
[PGETariffs@pge.com](mailto:PGETariffs@pge.com)

Southern California Gas Company  
[ROrtiz@SempraUtilities.com](mailto:ROrtiz@SempraUtilities.com)

San Diego Gas & Electric Company  
[SDG&ETariffs@SempraUtilities.com](mailto:SDG&ETariffs@SempraUtilities.com)

Robert M. Pocta  
Public Advocates Office  
California Public Utilities Commission  
[robert.pocta@cpuc.ca.gov](mailto:robert.pocta@cpuc.ca.gov)

Nathaniel Skinner  
Public Advocates Office  
California Public Utilities Commission  
[nathaniel.skinner@cpuc.ca.gov](mailto:nathaniel.skinner@cpuc.ca.gov)

Pearlie Sabino  
Public Advocates Office  
California Public Utilities Commission  
[pearlie.sabino@cpuc.ca.gov](mailto:pearlie.sabino@cpuc.ca.gov)

ATTACHMENT A  
Advice Letter No. 1180-G

<u>Cal. P.U.C. Sheet No.</u>	<u>Title of Sheet</u>	<u>Canceling Cal. P.U.C. Sheet No.</u>
31st Revised Sheet No. 6	Table of Contents ( <i>Continued</i> )	30th Revised Sheet No. 6
3rd Revised Sheet No. 300.1	Mobilehome Park Conversion Program Application (Form 913.1 6/2021)	2nd Revised Sheet No. 300.1

TABLE OF CONTENTS  
(Continued)

<u>FORM NO.</u>	<u>AGREEMENTS, APPLICATIONS &amp; CONTRACTS</u>	<u>CAL. P.U.C. SHEET NOS.</u>
902.4	Application for California Alternate Rates for Energy (CARE) Program for Qualified Agricultural Employee Housing Facilities (11/2020)	295
902.6	Application for California Alternate Rates for Energy (CARE) Program (New and Recertification) (04/2021)	296
902.15	Customer Declaration of Eligibility for Baseline Rates (California) (11/2020)	297
902.16	CARE Program Application for Tenants of Submetered Residential Facilities (New and Recertification) (04/2021)	298
	Held for Future Use	299
912.0	California Micro-Business Declaration (11/2020)	300
913.1	Mobilehome Park Utility Conversion Program Application (06/2021)	300.1
913.2	Mobilehome Park Utility Conversion Program Agreement (11/2020)	300.2
913.9	Certification of Health and/or Disability Condition (11/2020)	301
923.0	Automatic Payment Plan Application and Agreement (09/2020)	302
	Held for Future Use	303/304
<u>BILLS AND INVOICES</u>		
860.4	Invoice/Statement (04/1991)	305
925.0	Remittance Return (03/2010)	306
927.0	Customer Bill (03/2021)	307
	Held for Future Use	307.1
936.0	Excess Service Statement (08/2008)	308
	Held for Future Use	309



SOUTHWEST GAS CORPORATION  
P.O. Box 98510  
Las Vegas, Nevada 89193-8510  
California Gas Tariff

Canceling 3rd Revised Cal. P.U.C. Sheet No. 300.1  
2nd Revised Cal. P.U.C. Sheet No. 300.1

MOBILEHOME PARK CONVERSION PROGRAM APPLICATION (FORM 913.1 06/2021)

(See Attached Form)

Advice Letter No. 1180  
Decision No. D.20-04-004

Issued by  
Amy L. Timperley  
Vice President

Date Filed June 17, 2021  
Effective \_\_\_\_\_  
Resolution No. \_\_\_\_\_

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

Date of Issuance: \_\_\_\_\_

In accordance with California Public Utilities Commission (CPUC or Commission) Decision (D.) 20-04-004, and subject to the requirements of the Mobilehome Park Utility Conversion Program Rule (MHP Rule<sup>1</sup>), the Commission-regulated electric and natural gas utilities (Utilities) are offering a Mobilehome Park Utility Conversion Program (MHP Program) to replace existing privately owned master-metered/sub-metered or non-sub-metered electric and/or gas distribution service within a Mobilehome Park or Manufactured Housing Communities (MHP), to direct Utility service to each individual MHP space within the MHP.

MHP Owners/Operators who are receiving this Application previously submitted the CPUC Form of Intent during the open application period. After reviewing the information you submitted, the CPUC’s Safety and Enforcement Division (SED) and/or California Department of Housing and Community Development (HCD) or its local agency designee has pre-selected your MHP to participate in the MHP Program.

The MHP Owner/Operator must designate below each Utility<sup>2</sup> that currently provides electric and/or natural gas service to the master-meter of the MHP. The designated Utilities will be responsible for the conversion of the existing privately-owned master-metered/sub-metered or non-sub-metered system to direct Utility service, upon acceptance of the MHP into the MHP Program. Under the MHP Program, each Utility will only provide service conversion for the commodity (electricity and/or natural gas) that the Utility currently provides to the MHP. After the completion of the service conversion, the Utility will provide direct service to each individual HCD permitted Mobilehome (MH) space. and the eligible MHP common areas based on approval by the SED. Upon request, the Utility may provide to the MHP a new electric or gas utility service that is not currently being supplied by the Utility, provided that; 1) the Utility offers the requested electric or natural gas service in that territory; 2) a distribution line is located nearby and can be connected safely and economically to the MHP; and 3) the request would be governed by the existing Distribution and Service Extension Rules in the Utility’s Tariff and would not be included in the MHP Program.

<u>Electric Service</u>	<u>Natural Gas Service</u>	
<input type="checkbox"/>	N/A	<b><i>Bear Valley Electric Service</i></b>
<input type="checkbox"/>	N/A	<b><i>Liberty Utilities</i></b> (CalPeco Electric)
<input type="checkbox"/>	<input type="checkbox"/>	<b><i>Pacific Gas and Electric Company</i></b>
<input type="checkbox"/>	N/A	<b><i>Pacific Power, a Division of PacifiCorp</i></b>
<input type="checkbox"/>	<input type="checkbox"/>	<b><i>San Diego Gas and Electric Company</i></b>
<input type="checkbox"/>	N/A	<b><i>Southern California Edison Company</i></b>
N/A	<input type="checkbox"/>	<b><i>Southern California Gas Company</i></b>
N/A	<input type="checkbox"/>	<b><i>Southwest Gas Corporation</i></b>

<sup>1</sup> MHP Rule by Utility

Bear Valley Electric Service – Rule 23  
 Liberty Utilities – Rule 23  
 Pacific Gas and Electric – Rule 28  
 Pacific Power – Rule 26

San Diego Gas and Electric – Rule 44  
 Southern California Edison – Rule 27  
 Southern California Gas – Rule 44  
 Southwest Gas – Rule 23

<sup>2</sup> Although the singular term “Utility” is used throughout this Application, each of the Utilities designated on this page is considered a party to this Application. The designated Utilities will be coordinating throughout the application and conversion processes. However, it is the sole responsibility of the MHP Owner/Operator to ensure that the information and documentation required by this Application is provided to each of the designated Utilities within the specified timeframes.

## **MOBILEHOME PARK** **UTILITY CONVERSION PROGRAM APPLICATION**

The purpose of this Mobilehome Park Utility Conversion Program Application (MHP Application) is for the MHP Owner/Operator to provide the Utility pertinent information concerning the MHP, which is necessary in order for the Utility to proceed with the conversion process.

MHP Owner/Operator is to use its "best effort" to provide the information that is being requested on this Application. The Utility's project manager assigned to your park may provide assistance in completing the MHP Application. Incomplete information on this application will not result in disqualification in the program, but may result in longer engineering time, excavation time and other setbacks that may delay the completion of the project. **THIS APPLICATION MUST BE APPROVED BY THE UTILITY (UTILITIES) BEFORE YOUR MHP WILL BE ACCEPTED INTO THE MHP PROGRAM AND SCHEDULED FOR CONVERSION.**

NOTE: Current registration with the California Department of Housing and Community Development for each of individual mobilehome within the MHP may be required prior to inspection and completion of the cutover. If the MHP Program requires that the utility connection of the mobilehome be altered to complete the conversion, the Mobilehome Park Owner/Operator is responsible to obtain such agreement from the registered owner of the mobilehome prior to the alterations being made.

This Application has been developed as part of the CPUC's regulatory process and conforms to CPUC D.20-04-004. The Application has been approved by the Commission as a required component of the MHP Program, and may not be waived, altered, amended or modified, except as authorized by the CPUC. This Application at all times shall be subject to such modifications as the CPUC may direct from time to time in the exercise of its jurisdiction.

### **California Consumer Privacy Act ("CCPA") - NOTICE AT COLLECTION**

Under the CCPA, the Utility is required to notify you of the personal information we collect about you and why we collect it. This notice applies solely to customers, users, and others who reside in the state of California. A list of the categories of personal information we may collect about you and how we use such information can be found in our CCPA Privacy Policy on our website at <https://www.swgas.com/ccpa>.

---

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

*This Application will be accepted by each of the Utilities listed. Please complete the Application in its entirety, attach all requested documentation, and mail a copy to each of the Utilities that you identified above as providing electric and/or gas service to your MHP. Utility addresses are listed below:*



**Bear Valley Electric Service**  
42020 Garstin Drive  
P.O. Box 1547  
Big Bear Lake, CA 92315

---



**Pacific Power**  
300 S. Main  
Yreka, CA 96097

---



**Southern California Gas Company**  
MHP Program, SC720J  
8101 Rosemead Blvd,  
Pico Rivera, CA 90660-5100

---



**Liberty Utilities (CalPeco Electric) LLC**  
933 Eloise Avenue  
South Lake Tahoe, CA 96150

---



**San Diego Gas & Electric Company**  
MHP Program, SC720J A1  
8306 Century Park Ct.  
San Diego, CA 92123-1530

---



**Southwest Gas Corporation**  
Attn: MHP Program  
13471 Mariposa Road  
Victorville, CA 92392

---



**Pacific Gas and Electric Company**  
Mobilehome Park Utility  
Conversion Program  
77 Beale St., Mail Code B10B  
San Francisco, CA 94105-1814

---



**Southern California Edison Company**  
MHP Utility Conversion Program  
Rancho Cucamonga Regional  
Office, G139 9500 Cleveland Ave.,  
Rancho Cucamonga, CA 91730

---

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**1. MHP Project Information**

Mobilehome Park Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

County: \_\_\_\_\_ ZIP: \_\_\_\_\_

Nearest Cross Street: \_\_\_\_\_

HCD Mobilehome Park Identification Number: \_\_\_\_\_

Total Number of MHP Spaces Permitted by HCD: \_\_\_\_\_ as of: \_\_\_\_\_

Total Number of MHP Spaces with either gas or electric service, excluding Recreation  
Vehicle (RV) Spaces: \_\_\_\_\_

Number of MHP Spaces Occupied by Residents: \_\_\_\_\_

Number of Unoccupied MHP Spaces: \_\_\_\_\_

Number of Recreational Vehicles (RVs)<sup>3</sup> Spaces: \_\_\_\_\_

Year MHP was established: \_\_\_\_\_

Applicant / Owner/ Operators Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Mobilehome Unit Ownership Type

- |  |  |
|--|--|
| <input type="checkbox"/> All units on common single parcel | <input type="checkbox"/> Units on individual parcels |
| <input type="checkbox"/> Common use shared ownership       | <input type="checkbox"/> Other: _____                |

Does the MHP Owner/Operator have a current and valid license to operate a MHP?

- No       Yes      License Number: \_\_\_\_\_

Is the MHP currently subject to an enforceable condemnation order and/or to a pending condemnation proceeding?

- No       Yes

Is the MHP operated on leased real property?

- No       Yes      Number of years remaining on land lease: \_\_\_\_\_

---

<sup>3</sup> RV Spaces are not eligible for conversion under the MHP Program

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**2. Business Information**

Legal Name to appear on contract: \_\_\_\_\_

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Individual                    | <input type="checkbox"/> Partnership         | <input type="checkbox"/> Corporation     |
| <input type="checkbox"/> Limited Liability Corporation | <input type="checkbox"/> Governmental Agency | <input type="checkbox"/> Sole Proprietor |
| <input type="checkbox"/> Other                         |  |  |

State of Incorporation or LLC: \_\_\_\_\_

Name of person authorized to sign contracts: \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address for contracts: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_

County \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**3. MHP Representative/Primary Contact (This is the individual(s) which the MHP will designate to be the central liaison for the MHP Owner/Operator, the contractor hired by the MHP, the MHP Residents and the Utility).**

a. Name of MHP Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address \_\_\_\_\_

b. Name of MHP Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**4. Current Utility Services for the MHP's Master-Meter System(s)**

**a. Electric Service:**

Electric Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Electric Overhead Service     Electric Underground Service  
                                  Other: \_\_\_\_\_

Does the MHP purchase electricity through a third party (e.g., Community Choice Aggregator [CCA] or Electric Service Provider [ESP])?

No                       Yes, Provider Name: \_\_\_\_\_

Number of residential dwelling units within the MHP that currently receives a discount under current qualifying Mobilehome rate schedule: \_\_\_\_\_

Current Electric Service Account Number	Current Rate Schedule
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*To list additional accounts use Attachment "B"*

**b. Gas Service (if applicable):**

Name of Gas Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     No Gas Service available at MHP (Electric only)  
                                  Natural Gas System  
                                  Propane System (Centralized tank with MHP distribution system)  
                                  Propane System (at each MH-Space)  
                                  Other: \_\_\_\_\_

Does the MHP purchase gas through a third party (e.g., Core Transport Agent [CTA])?

No                       Yes, Provider Name: \_\_\_\_\_

Number of residential dwelling units within the MHP that currently receives a discount under current qualifying Mobilehome rate schedule: \_\_\_\_\_

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

<u>Current Gas Service Account Number</u>	<u>Current Rate Schedule</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*To list additional accounts use Attachment "B"*

**c. Telephone Service (if applicable):**

Name of Telephone Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Overhead Phone Service     Underground Phone Service

Other: \_\_\_\_\_

**d. Cable/Satellite Service (if applicable):**

Name of Cable/ Satellite Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Overhead Cable Service     Underground Cable Service

MHP Owned Cable/Satellite/Phone Service

Other: \_\_\_\_\_

**5. Current Energy Metering Arrangement**

**Electric**

- Master-Meter/Sub-Meter Electric
- Master Electric Meter, no Sub-Meter
- Other: \_\_\_\_\_

**Gas**

- Master Meter/Sub-Meter Gas
- Master Gas Meter, no Sub-Meter
- Other: \_\_\_\_\_

**6. Energy Usage/Load Information**

**a. Electric Load Information**

**1) Typical MHP Space**

Existing MHP Space Main Switch Size  
(Meter Panel & Service Termination Enclosure) \_\_\_\_\_ Amps



# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

## 2) Common Use Area

Common Use Area Electric Service: #   1   Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: #   2   Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Additional Common Use Area Service - For additional electric common use area service requests use Attachment "B"

## 3) Streetlighting

- Streetlights to be served under general service rates with common use areas
- Streetlights to be separated from common use load and served unmetered under an applicable Utility streetlight rate schedule as approved by the Utility. Please provide the information for each lamp type that can be found in the MHP in the area below and in Attachment B, if necessary. (check one lamp type).

Lamp Type: #   1  

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Additional Lamps Types – If the MHP has additional streetlight lamp types, use Attachment "B"

How are streetlights currently served?

- Served directly from Master meter account
- Served from MH sub-meter, or MH pedestal
- Direct unmetered connections

Location, lamp type and wattage of each streetlight fixture should be noted on the Site Plan as described in Section 7.5.

# MOBILEHOME PARK

## UTILITY CONVERSION PROGRAM APPLICATION

4) **Self-Generation** – Is there currently any self-generation (e.g. photovoltaic or wind generation) equipment servicing the common areas of the MHP?

Yes (Size of system \_\_\_\_\_ KW)       No

5) **Electric Vehicle Charging Station** – Is there currently a public Electric Vehicle Charging Station located at the MHP that is available for all the residents of the MHP?

Yes (Charger size \_\_\_\_\_ kW)       No

**b. Natural Gas Load Information (if applicable)**

Natural Gas Load Information: *Natural gas will be delivered at the Utilities standard service delivery pressure per Rule 2.*

*Requests for elevated service delivery pressure require the Utilities’ review and approval. If granted, elevated service delivery pressure may be reduced at any time due to the Utility operational needs. Special Facilities and cost-of-ownership charges may apply for elevated service delivery pressure. For further information, contact your local Utility office and refer to Gas Rule 2. (MBtu/h = 1,000 Btu/h)*

**1) Mobilehome Gas Appliances:**

Gas will be provided to individual Mobilehomes at the Utility’s standard delivery pressure for residential service per Rule 2.

**2) Common Use Area**

Common Use Area Gas Service: #   1   Description: \_\_\_\_\_

Gas Service Delivery Pressure Requested:       Standard delivery pressure  
 Other ( \_\_\_\_\_ psig)

Gas appliances that can be found in common use areas: (check all that applies)

<input type="checkbox"/> Gas Range - Btu rating: _____	<input type="checkbox"/> Laundry Dryer- Btu rating: _____
<input type="checkbox"/> Water Heater- Btu rating: _____	<input type="checkbox"/> Pool/Spa Heater- Btu rating: _____
<input type="checkbox"/> Gas Oven- Btu rating: _____	<input type="checkbox"/> Furnace- Btu rating: _____
<input type="checkbox"/> On-Demand Water Heater	<input type="checkbox"/> Outdoor Gas Heaters
Btu rating: _____	Btu rating: _____
<input type="checkbox"/> Other gas loads _____	
Btu rating: _____	

Common Use Area Gas Service: #   2   Description: \_\_\_\_\_

Gas Service Delivery Pressure Requested:       Standard delivery pressure  
 Other ( \_\_\_\_\_ psig)

<input type="checkbox"/> Gas Range - Btu rating: _____	<input type="checkbox"/> Laundry Dryer- Btu rating: _____
<input type="checkbox"/> Water Heater- Btu rating: _____	<input type="checkbox"/> Pool/Spa Heater- Btu rating: _____
<input type="checkbox"/> Gas Oven- Btu rating: _____	<input type="checkbox"/> Furnace- Btu rating: _____
<input type="checkbox"/> On-Demand Water Heater	<input type="checkbox"/> Outdoor Gas Heaters
Btu rating: _____	Btu rating: _____
<input type="checkbox"/> Other gas loads _____	
Btu rating: _____	

Additional Common Use Area Service - *For additional gas common use area service requests use the “Natural Gas Common Use Area Services” portion of Attachment “B”*

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

## **7. Additional Documentation**

The MHP Owner/Operator should use its best effort to provide one (1) copy of the following documents along with this Application to each of the Utilities that have been identified on page 1 of this Application as providing electric and/or gas service to your MHP. Please include these documents with your submission of this Application under Attachment A.

- 7.1. List of Residents & Registered Homeowners: A complete list of current registered owners and current residents for each mobilehome/manufactured housing unit on a lot within the MHP, including name, address or space number, home phone number, cell phone number, email address, and other contact information should be provided to the Utilities. If all of the necessary resident and registered homeowner contact information cannot be provided when the MHP Owner/Operator submits this Application, the MHP Owner/Operator must, at a minimum, provide a list of addresses for the residents of the MHP and the name and mailing addresses of the registered owners for each mobilehome/manufactured housing unit on a lot within the MHP. This information will be used for outreach activities for the MHP residents. If a complete list of resident and registered homeowner contact information is not provided with the MHP Application, the information must be provided with the submittal of the MHP Agreement.
- 7.2. Service Documents: Detailed substructure engineering drawings, as-built drawings, maps, and any other such records as may be necessary to ensure a complete record of the installation and location of the MHP's existing distribution system(s).
- 7.3. Single Line Diagram: For facilities with Self-Generation provide a single line diagram(s) showing the location of the generation and how it is currently connected to the MHP electrical system.
- 7.4. Additional Infrastructure: Detailed engineering drawings, as-built drawings, maps and any other such records that would provide information on the location of any other utility systems present within the MHP, including but not limited to water, sewer, drainage, irrigation lines, telephone, cable television, data lines and fuel lines.
- 7.5. Site Plan: Detailed drawing of the MHP showing roads, sidewalks, driveways, MHP Space locations, streetlights, sprinkler controls, location of fire hydrants, common area facilities, electric vehicle charging stations, self-generation systems, other structures, and proposed future improvements. For electrical equipment, please provide load information on site plan or reference Common Use Area Service Number(s) found on Section 6 and Attachment B.
- 7.6. Tract Map: Map showing all easements, right-of-ways, property lines, MH-Spaces, assessor's parcel number, etc.
- 7.7. The Utility may request additional documentation if more information is needed for the planning, engineering, planning, and construction phases of the conversion.

# **MOBILEHOME PARK** **UTILITY CONVERSION PROGRAM APPLICATION**

## **8. Planning, Engineering and Construction**

The Utility shall be allowed to conduct a pre-engineering review and site verification of existing facilities at the MHP.

The Planning, Engineering, and Construction terms and conditions of the MHP Program are detailed in the MHP Agreement. Information regarding Planning, Engineering, and Construction terms and conditions will be given to the MHP Owner/Operator at the time the metering points are provided. The MHP Agreement will contain a preliminary design and construction plan developed by the Utility using the information provided by the MHP Owner/Operator with this Application.

The information provided in the Planning, Engineering, and Construction terms and conditions will enable the MHP Owner/Operator, and its selected Contractor, to develop an appropriate and complete cost estimate of "Beyond-The-Meter" work by outlining roles and responsibilities of the parties involved and defining the "Beyond-The-Meter" work that will be eligible for reimbursement by the Utility under the MHP Program.

## **9. Application Deadline**

The MHP has been pre-selected to receive this MHP Application. The MHP Owner/Operator has forty-five (45) calendar days from the issuance date of this Application, to complete and return the Application, along with all required documentation, to the Utility or Utilities that provide electric and/or gas service to the MHP. If the MHP Owner/Operator fails to provide this Application and the required documentation within the specified time period, the Utility reserves the right to remove or place the MHP in the back of the queue of the pre-selected MHPs. Pre-selection, and/or submittal of Application does not guarantee acceptance into the MHP Program, nor does it guarantee conversion to direct utility service from the Utility.

## **10. Next Steps**

Upon the Utility's review and acceptance of this Application, and the accompanying documentation supplied by the MHP Owner/Operator, the Utility will initiate the planning and engineering of the new electric and/or gas distribution system. The Utility will consult with the MHP Owner/Operator to determine the location of the metering points for the MHP, with the Utility having final approval of the location of all meter(s) and provide this information to the MHP Owner/Operator. The MHP Owner/Operator will then have forty-five (45) calendar days to provide the Utility with the name and qualifications of the Contractor selected to perform the "Beyond-The-Meter" work at the MHP and the estimated cost for such work, in addition to any other documents requested by the Utility. If the MHP Owner/Operator fails to provide the name of the Contractor, agreed to qualifications and the reasonable costs selected to perform the "Beyond-the-Meter" work within the specified time period, the Utility reserves the right to remove or place the MHP in the back of the queue of the pre-selected MHPs.

THE UTILITY MUST AGREE TO THE QUALIFICATIONS AND COSTS OF THE CONTRACTOR SELECTED BY THE MHP OWNER/OPERATOR. IN THE EVENT THE UTILITY AND THE MHP OWNER/OPERATOR DO NOT AGREE, THEY MUST CONSULT WITH SED TO RESOLVE THE DISPUTE.

Cost estimates for the "Beyond-The-Meter" work shall also be summarized to the Utility in a format that uses Attachment C, D and E of the MHP Agreement as a template. The template that will be used for the "Beyond-The-Meter" estimate will be given to the MHP Owner/Operator at the time the metering points are provided.

## **MOBILEHOME PARK** **UTILITY CONVERSION PROGRAM APPLICATION**

After the new distribution system has been preliminarily planned and engineered and designed, and the Utility has agreed with the name of the Contractor and the estimated cost for the "Beyond-The-Meter" work, the Utility will prepare the MHP Agreement for signatures.

If requested by the Utility or the MHP Owner/Operator, a post engineering meeting can be requested prior to the signing of the MHP Agreement to resolve any outstanding issues and concerns. The Commission requires the Utility and the MHP Owner/Operator to consult and coordinate to ensure efficiency and avoid unnecessary (and non-reimbursable) costs.

After the MHP Agreement is fully executed, permits can be requested, and construction can begin.

### **11. Cancellation of MHP Application**

Either the Utility or the MHP Owner/Operator may, at its option, cancel this Application upon 30 days written notice to the other party or parties.

The Utility may cancel this Application for, but not limited to, the following situations: (1) the failure, refusal or inability of the MHP Owner/Operator to perform specified activities and responsibilities set forth in this Application in a timely manner, after receiving notice from the Utility and an opportunity to cure; (2) failure or inability of the MHP Owner/Operator to supply the name, agreed to qualifications and reasonable costs of the Contractor who will perform all of the "Beyond-The-Meter" work at the MHP and the estimate cost for such work, within forty-five (45) calendar days from the date that the metering points are sent by the Utility; (3) safety or security issues or violations; or (4) the MHP Owner/Operator and/or its Contractor are involved in a legal proceeding which, in the Utility's opinion, may interfere with the performance of the work.

If the MHP Owner/Operator cancels this Application or chooses not to proceed with the MHP Program after the signing of this Application, the MHP Owner/Operator agrees to reimburse the Utility for all work and costs incurred prior to the cancellation. Such costs may include planning and engineering costs, labor, material and supplies, (including long lead time materials), transportation, and other direct costs which the Utility allocates to such work. In no event shall the Utility be liable for lost or anticipated profits or costs to plan and design the "Beyond-The-Meter" facilities, costs associated to securing a Contractor for the project, or any other costs that did not result in the completion of the service conversion at the MHP.

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**12. MHP Owner/Operator Certification**

I hereby declare under penalty of perjury that I am the person<sup>4</sup>, or an authorized representative of the entity, that is legally responsible for the MHP, and that the information provided is true and correct to the best of my knowledge. I certify that the MHP Owner/Operator is the distributor of utility service within the MHP, as described above, and that the MHP Owner/Operator has the authority to discontinue utility service within the MHP as required by the MHP Program. I also certify that I am supplying all of the documentation required under this Application, if available. I have read and agree with the provisions and my responsibilities under the MHP Rule and this Application, including Attachments.

\_\_\_\_\_  
*Name of Mobilehome Park*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name of Owner/Operator*

\_\_\_\_\_  
*Type/Print Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Title*

\_\_\_\_\_

<sup>4</sup> If multiple signatures are required, please copy this certification page as needed and include with your Application.

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

## Attachment A - Additional Documentations

As described in Section 7 of this Application the MHP Owner/Operator should use its best effort to provide copies of the following documents along with its Application, if applicable. Please use the check boxes to indicate if the documents are being provided or not available and attach the documents to Attachment A.

Not Available      Being Provided

### Documents

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>List of Registered Homeowners and Residents:</u> A complete list of current residents for each mobilehome/manufactured housing unit on the lot within the MHP, including name, address or space number, mailing address if different than physical address of unit, home phone number, cell phone number, email address, and other contact information should be provided to the Utilities. If all of the necessary resident contact information cannot be provided, the MHP Owner/Operator must, at a minimum, provide a list of addresses for the residents of the MHP and the name and mailing addresses of the registered owners for each mobilehome/manufactured housing unit on a lot within the MHP. This information will be used for outreach and notification efforts during the project. If a complete list of resident and registered owner contact information is not provided with the MHP Application, the information must be provided with the submittal of the MHP Agreement.</p>
--------------------------	--------------------------	---

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Service Documents:</u> Detailed engineering drawings, as-built drawings, maps, and any other such records as may be necessary to ensure a complete record of the installation and location of the MHP's existing distribution system(s).</p>
--------------------------	--------------------------	--

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Single Line Diagram:</u> For facilities with Self-Generation provide a single line diagram(s) showing the location of the generation and how it is currently connected to the MHP electrical system.</p>
--------------------------	--------------------------	--

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Additional Infrastructure:</u> Detailed substructure engineering drawings, as-built drawings, maps and any other such records that would provide information on the location of any other utility systems present within the park, including but not limited to water, sewer, drainage, irrigation lines, telephone, cable television, data lines and fuel lines.</p>
--------------------------	--------------------------	---

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Site Plan:</u> Detailed scaled drawing of MHP showing roads, sidewalks, driveways, MH-Space locations, streetlights, sprinkler controls, location of fire hydrants, common area facilities, electric vehicle charging stations, self-generation systems, other structures, and proposed future improvements. For electrical equipment, please provide load information on site plan or reference Common Use Area Service Number(s) found on Section 6 and Attachment B.</p>
--------------------------	--------------------------	---

<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Tract Map:</u> Map showing all easements, right-of-ways, property lines, MH-Spaces, assessor's parcel number, etc.</p>
--------------------------	--------------------------	--

Attach appropriate documents to Attachment A

MHP Owner/Operator Initials \_\_\_\_\_

# **MOBILEHOME PARK** **UTILITY CONVERSION PROGRAM APPLICATION**

## **Attachment B – Additional Information**

Attachment B of this MHP Application is used to document additional information regarding accounts and load information that are in excess of what can be documented on the MHP Application. Attachment B is being used to provide the following: (check all that applies)

- Electric Service Account Information
- Natural Gas Service Account Information
- Electric Common Use Area Services Information
- Streetlight Lamp Type
- Gas Common Use Area Services Information
- No additional information, beyond what is provided in the MHP Application

**1. Electric Service Account Information:**

Please list any additional Electric Service Accounts Numbers currently serving the MHP that is not provided in Section 4.a. of this MHP Application.

Current Electric Service Account Number	Current Rate Schedule





**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**3. Electric Common Use Area Services:**

Please provide the electric load information for additional facilities and equipment that serves the common use areas that could not be documented in Section 6 of this MHP Application

Additional Common Use Area Service – Provide additional sheet as necessary

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**4. Streetlight Lamp Type**

If Street Lighting to be separated from common use load and served unmetered under an applicable Utility streetlight rate schedule, please provide the information for each lamp type (check one lamp type)

Lamp Type:# \_\_\_\_\_

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_

<input type="checkbox"/> High Pressure Sodium Vapor	<input type="checkbox"/> Low Pressure Sodium Vapor
<input type="checkbox"/> Mercury Vapor	<input type="checkbox"/> Metal Halide
<input type="checkbox"/> Incandescent	<input type="checkbox"/> LED
<input type="checkbox"/> Other _____	

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**5. Natural Gas Common Use Area Services:**

Please provide the natural gas load information for additional facilities and equipment that serves the common use areas that could not be documented in Section 6 of this MHP Application

Provide additional sheet as necessary

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- |  |   |   |
|--|---|---|
| Gas Service Delivery Pressure Requested:                             | <input type="checkbox"/> ¼ psig                                   | <input type="checkbox"/> Other (____psig) |
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |   |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |   |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |   |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |   |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- |  |   |   |
|--|---|---|
| Gas Service Delivery Pressure Requested:                             | <input type="checkbox"/> ¼ psig                                   | <input type="checkbox"/> Other (____psig) |
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |   |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |   |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |   |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |   |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- |  |   |   |
|--|---|---|
| Gas Service Delivery Pressure Requested:                             | <input type="checkbox"/> ¼ psig                                   | <input type="checkbox"/> Other (____psig) |
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |   |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |   |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |   |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |   |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- |  |   |   |
|--|---|---|
| Gas Service Delivery Pressure Requested:                             | <input type="checkbox"/> ¼ psig                                   | <input type="checkbox"/> Other (____psig) |
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |   |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |   |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |   |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |   |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |   |

**Advice Letter No. 1180-G  
Attachment B**

Mobilehome Park Utility Conversion Program Application  
(Form 913.1)

**REDLINED**

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

Date of Issuance: \_\_\_\_\_

In accordance with California Public Utilities Commission (CPUC or Commission) Decision (D.) 20-04-004, and subject to the requirements of the Mobilehome Park Utility Conversion Program Rule (MHP Rule<sup>1</sup>), the Commission-regulated electric and natural gas utilities (Utilities) are offering a Mobilehome Park Utility Conversion Program (MHP Program) to replace existing privately owned master-metered/sub-metered or non-sub-metered electric and/or gas distribution service within a Mobilehome Park or Manufactured Housing Communities (MHP), to direct Utility service to each individual MHP space within the MHP.

MHP Owners/Operators who are receiving this Application previously submitted the CPUC Form of Intent during the open application period. After reviewing the information you submitted, the CPUC's Safety and Enforcement Division (SED) and/or the California Department of Housing and Community Development (HCD) or its local agency designee has pre-selected your MHP to participate in the MHP Program.

The MHP Owner/Operator must designate below each Utility<sup>2</sup> that currently provides electric and/or natural gas service to the master-meter of the MHP. The designated Utilities will be responsible for the conversion of the existing privately-owned master-metered/sub-metered or non-sub-metered system to direct Utility service, upon acceptance of the MHP into the MHP Program. Under the MHP Program, each Utility will only provide service conversion for the commodity (electricity and/or natural gas) that the Utility currently provides to the MHP. After the completion of the service conversion, the Utility will provide direct service to each individual HCD permitted Mobilehome (MH) space, and the eligible MHP common areas based on approval by the ~~Commission's Safety and Enforcement Division (SED)~~. Upon request, the Utility may provide to the MHP a new electric or gas utility service that is not currently being supplied by the Utility, provided that; 1) the Utility offers the requested electric or natural gas service in that territory; 2) a distribution line is located nearby and can be connected safely and economically to the MHP; and 3) the request would be governed by the existing Distribution and Service Extension Rules in the Utility's Tariff and would not be included in the MHP Program.

<u>Electric Service</u>	<u>Natural Gas Service</u>	
<input type="checkbox"/>	N/A	<b><i>Bear Valley Electric Service</i></b>
<input type="checkbox"/>	N/A	<b><i>Liberty Utilities</i></b> (CalPeco Electric)
<input type="checkbox"/>	<input type="checkbox"/>	<b><i>Pacific Gas and Electric Company</i></b>
<input type="checkbox"/>	N/A	<b><i>Pacific Power, a Division of PacifiCorp</i></b>
<input type="checkbox"/>	<input type="checkbox"/>	<b><i>San Diego Gas and Electric Company</i></b>
<input type="checkbox"/>	N/A	<b><i>Southern California Edison Company</i></b>
N/A	<input type="checkbox"/>	<b><i>Southern California Gas Company</i></b>
N/A	<input type="checkbox"/>	<b><i>Southwest Gas Corporation</i></b>

<sup>1</sup> MHP Rule by Utility

Bear Valley Electric Service – Rule 23	San Diego Gas and Electric – Rule 44
Liberty Utilities – Rule 23	Southern California Edison – Rule 27
Pacific Gas and Electric – Rule 28	Southern California Gas – Rule 44
Pacific Power – Rule 26	Southwest Gas – Rule 23

<sup>2</sup> Although the singular term "Utility" is used throughout this Application, each of the Utilities designated on this page is considered a party to this Application. The designated Utilities will be coordinating throughout the application and conversion processes. However, it is the sole responsibility of the MHP Owner/Operator to ensure that the information and documentation required by this Application is provided to each of the designated Utilities within the specified timeframes.

## **MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION**

The purpose of this Mobilehome Park Utility Conversion Program Application (MHP Application) is for the MHP Owner/Operator to provide the Utility pertinent information concerning the MHP, which is necessary in order for the Utility to proceed with the conversion process.

MHP Owner/Operator is to use its "best effort" to provide the information that is being requested on this Application. The Utility's project manager assigned to your park may provide assistance in completing the MHP Application. Incomplete information on this application will not result in disqualification in the program, but may result in longer engineering time, excavation time and other setbacks that may delay the completion of the project. **THIS APPLICATION MUST BE APPROVED BY THE UTILITY (UTILITIES) BEFORE YOUR MHP WILL BE ACCEPTED INTO THE MHP PROGRAM AND SCHEDULED FOR CONVERSION.**

NOTE: Current registration with the California Department of Housing and Community Development for each of individual mobilehome within the MHP may be required prior to inspection and completion of the cutover. If the MHP Program requires that the utility connection of the mobilehome be altered to complete the conversion, the Mobilehome Park Owner/Operator is responsible to obtain such agreement from the registered owner of the mobilehome prior to the alterations being made.

This Application has been developed as part of the CPUC's regulatory process and conforms to CPUC D\_20-04-004. The Application has been approved by the Commission as a required component of the MHP Program, and may not be waived, altered, amended or modified, except as authorized by the CPUC. This Application at all times shall be subject to such modifications as the CPUC may direct from time to time in the exercise of its jurisdiction.

### **California Consumer Privacy Act ("CCPA") - NOTICE AT COLLECTION**

Under the CCPA, the Utility is required to notify you of the personal information we collect about you and why we collect it. This notice applies solely to customers, users, and others who reside in the state of California. A list of the categories of personal information we may collect about you and how we use such information can be found in our CCPA Privacy Policy on our website at <https://www.swgas.com/ccpa>.

Formatted: Font color: Auto

## MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

*This Application will be accepted by each of the Utilities listed. Please complete the Application in its entirety, attach all requested documentation, and mail a copy to each of the Utilities that you identified above as providing electric and/or gas service to your MHP. Utility addresses are listed below:*



**Bear Valley Electric Service**  
42020 Garstin Drive  
P.O. Box 1547  
Big Bear Lake, CA 92315



**Pacific Power**  
300 S. Main  
Yreka, CA 96097



A Sempra Energy utility  
**Southern California Gas Company**  
MHP Program, SC720J-A4  
8101 Rosemead Blvd,  
Pico Rivera, CA 90660-5100



**Liberty Utilities (CalPeco Electric) LLC**  
933 Eloise Avenue  
South Lake Tahoe, CA 96150



**San Diego Gas & Electric Company**  
MHP Program, SC720J A1  
8306 Century Park Ct.  
San Diego, CA 92123-1530



**Southwest Gas Corporation**  
Attn: MHP Program  
13471 Mariposa Road  
Victorville, CA 92392



**Pacific Gas and Electric Company**  
Mobilehome Park Utility  
Conversion Program  
77 Beale St., Mail Code B10B  
San Francisco, CA 94105-1814



**Southern California Edison Company**  
MHP Utility Conversion Program  
Rancho Cucamonga Regional  
Office, G139 9500 Cleveland Ave.,  
Rancho Cucamonga, CA 91730



**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**1. MHP Project Information**

Mobilehome Park Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
County: \_\_\_\_\_ ZIP: \_\_\_\_\_  
Nearest Cross Street: \_\_\_\_\_  
HCD Mobilehome Park Identification Number: \_\_\_\_\_  
Total Number of MHP Spaces Permitted by HCD: \_\_\_\_\_ as of: \_\_\_\_\_  
Total Number of MHP Spaces with either gas or electric service, excluding Recreation  
Vehicle (RV) Spaces: \_\_\_\_\_  
Number of MHP Spaces Occupied by Residents: \_\_\_\_\_  
Number of Unoccupied MHP Spaces: \_\_\_\_\_  
Number of Recreational Vehicles (RVs)<sup>3</sup> Spaces: \_\_\_\_\_  
Year MHP was established: \_\_\_\_\_  
Applicant / Owner/ Operators Name: \_\_\_\_\_  
Day Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Fax: (\_\_\_\_) \_\_\_\_\_ Email Address: \_\_\_\_\_

Mobilehome Unit Ownership Type

- |  |  |
|--|--|
| <input type="checkbox"/> All units on common single parcel | <input type="checkbox"/> Units on individual parcels |
| <input type="checkbox"/> Common use shared ownership       | <input type="checkbox"/> Other: _____                |

Does the MHP Owner/Operator have a current and valid license to operate a MHP?

- No       Yes      License Number: \_\_\_\_\_

Is the MHP currently subject to an enforceable condemnation order and/or to a pending condemnation proceeding?

- No       Yes

Is the MHP operated on leased real property?

- No       Yes      Number of years remaining on land lease: \_\_\_\_\_

\_\_\_\_\_

<sup>3</sup> RV Spaces are not eligible for conversion under the MHP Program

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**2. Business Information**

Legal Name to appear on contract: \_\_\_\_\_

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Individual                    | <input type="checkbox"/> Partnership         | <input type="checkbox"/> Corporation     |
| <input type="checkbox"/> Limited Liability Corporation | <input type="checkbox"/> Governmental Agency | <input type="checkbox"/> Sole Proprietor |
| <input type="checkbox"/> Other                         |  |  |

State of Incorporation or LLC: \_\_\_\_\_

Name of person authorized to sign contracts: \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address for contracts: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_

County \_\_\_\_\_ ZIP \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**3. MHP Representative/Primary Contact (This is the individual(s) which the MHP will designate to be the central liaison for the MHP Owner/Operator, the contractor hired by the MHP, the MHP Residents and the Utility).**

a. Name of MHP Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address \_\_\_\_\_

b. Name of MHP Representative: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ ZIP: \_\_\_\_\_

Day Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

**MOBILEHOME PARK  
UTILITY CONVERSION PROGRAM APPLICATION**

**4. Current Utility Services for the MHP's Master-Meter System(s)**

**a. Electric Service:**

Electric Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Electric Overhead Service     Electric Underground Service

Other: \_\_\_\_\_

Does the MHP purchase electricity through a third party (e.g., Community Choice Aggregator [CCA] or Electric Service Provider [ESP])?

No                     Yes, Provider Name: \_\_\_\_\_

Number of residential dwelling units within the MHP that currently receives a discount under current qualifying Mobilehome rate schedule: \_\_\_\_\_

<u>Current Electric Service Account Number</u>	<u>Current Rate Schedule</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*To list additional accounts use Attachment "B"*

**b. Gas Service (if applicable):**

Name of Gas Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     No Gas Service available at MHP (Electric only)  
                           Natural Gas System  
                           Propane System (Centralized tank with MHP distribution system)  
                           Propane System (at each MH-Space)  
                           Other: \_\_\_\_\_

Does the MHP purchase gas through a third party (e.g., Core Transport Agent [CTA])?

No                     Yes, Provider Name: \_\_\_\_\_

Number of residential dwelling units within the MHP that currently receives a discount under current qualifying Mobilehome rate schedule: \_\_\_\_\_

**MOBILEHOME PARK  
UTILITY CONVERSION PROGRAM APPLICATION**

<u>Current Gas Service Account Number</u> _____ _____ _____ _____ _____	<u>Current Rate Schedule</u> _____ _____ _____ _____ _____
--	---

*To list additional accounts use Attachment "B"*

**c. Telephone Service (if applicable):**

Name of Telephone Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Overhead Phone Service     Underground Phone Service  
                           Other: \_\_\_\_\_

**d. Cable/Satellite Service (if applicable):**

Name of Cable/ Satellite Service Provider: \_\_\_\_\_

Name as it appears on bill: \_\_\_\_\_

Type of Service:     Overhead Cable Service     Underground Cable Service  
                           MHP Owned Cable/Satellite/Phone Service  
                           Other: \_\_\_\_\_

**5. Current Energy Metering Arrangement**

**Electric**

Master-Meter/Sub-Meter Electric  
 Master Electric Meter, no Sub-Meter  
 Other: \_\_\_\_\_

**Gas**

Master Meter/Sub-Meter Gas  
 Master Gas Meter, no Sub-Meter  
 Other: \_\_\_\_\_

**6. Energy Usage/Load Information**

**a. Electric Load Information**

**1) Typical MHP Space**

Existing MHP Space Main Switch Size  
(Meter Panel & Service Termination Enclosure) \_\_\_\_\_ Amps

**MOBILEHOME PARK  
UTILITY CONVERSION PROGRAM APPLICATION**

**2) Common Use Area**

Common Use Area Electric Service: #   1   Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

Lift Station ( \_\_\_\_\_ HP)                       MHP Office ( \_\_\_\_\_ KW)

Street Lights ( \_\_\_\_\_ KW)                       Swimming Pool ( \_\_\_\_\_ KW)

Club House ( \_\_\_\_\_ KW)                       Area Lighting ( \_\_\_\_\_ KW)

Sprinkler/Irrigation Controls (must be metered)  Park Site ( \_\_\_\_\_ KW)

Others \_\_\_\_\_ ( \_\_\_\_\_ KW)

Common Use Area Electric Service: #   2   Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

Lift Station ( \_\_\_\_\_ HP)                       MHP Office ( \_\_\_\_\_ KW)

Street Lights ( \_\_\_\_\_ KW)                       Swimming Pool ( \_\_\_\_\_ KW)

Club House ( \_\_\_\_\_ KW)                       Area Lighting ( \_\_\_\_\_ KW)

Sprinkler/Irrigation Controls (must be metered)  Park Site ( \_\_\_\_\_ KW)

Others \_\_\_\_\_ ( \_\_\_\_\_ KW)

Additional Common Use Area Service - For additional electric common use area service requests use Attachment "B"

**3) Streetlighting**

- Streetlights to be served under general service rates with common use areas
- Streetlights to be separated from common use load and served unmetered under an applicable Utility streetlight rate schedule as approved by the Utility. Please provide the information for each lamp type that can be found in the MHP in the area below and in Attachment B, if necessary. (check one lamp type).

Lamp Type: #   1  

High Pressure Sodium Vapor                       Low Pressure Sodium Vapor

Mercury Vapor     Metal Halide

Incandescent     LED

Other \_\_\_\_\_

Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Additional Lamps Types – If the MHP has additional streetlight lamp types, use Attachment "B"

- How are streetlights currently served?
- Served directly from Master meter account
  - Served from MH sub-meter, or MH pedestal
  - Direct unmetered connections

Location, lamp type and wattage of each streetlight fixture should be noted on the Site Plan as described in Section 7.5.

**MOBILEHOME PARK  
UTILITY CONVERSION PROGRAM APPLICATION**

4) **Self-Generation** – Is there currently any self-generation (e.g. photovoltaic or wind generation) equipment servicing the common areas of the MHP?

Yes (Size of system \_\_\_\_\_ KW)       No

5) **Electric Vehicle Charging Station** – Is there currently a public Electric Vehicle Charging Station located at the MHP that is available for all the residents of the MHP?

Yes (Charger size \_\_\_\_\_ kW)       No

**b. Natural Gas Load Information (if applicable)**

Natural Gas Load Information: *Natural gas will be delivered at the Utilities standard service delivery pressure per Rule 2.*

*Requests for elevated service delivery pressure require the Utilities' review and approval. If granted, elevated service delivery pressure may be reduced at any time due to the Utility operational needs. Special Facilities and cost-of-ownership charges may apply for elevated service delivery pressure. For further information, contact your local Utility office and refer to Gas Rule 2. (MBtu/h = 1,000 Btu/h)*

**1) Mobilehome Gas Appliances:**

Gas will be provided to individual Mobilehomes at the Utility's standard delivery pressure for residential service per Rule 2.

**2) Common Use Area**

Common Use Area Gas Service: #   1   Description: \_\_\_\_\_

Gas Service Delivery Pressure Requested:       Standard delivery pressure  
 Other ( \_\_\_\_\_ psig)

Gas appliances that can be found in common use areas: (check all that applies)

<input type="checkbox"/> Gas Range - Btu rating: _____	<input type="checkbox"/> Laundry Dryer- Btu rating: _____
<input type="checkbox"/> Water Heater- Btu rating: _____	<input type="checkbox"/> Pool/Spa Heater- Btu rating: _____
<input type="checkbox"/> Gas Oven- Btu rating: _____	<input type="checkbox"/> Furnace- Btu rating: _____
<input type="checkbox"/> On-Demand Water Heater	<input type="checkbox"/> Outdoor Gas Heaters
Btu rating: _____	Btu rating: _____
<input type="checkbox"/> Other gas loads _____	
Btu rating: _____	

Common Use Area Gas Service: #   2   Description: \_\_\_\_\_

Gas Service Delivery Pressure Requested:       Standard delivery pressure  
 Other ( \_\_\_\_\_ psig)

<input type="checkbox"/> Gas Range - Btu rating: _____	<input type="checkbox"/> Laundry Dryer- Btu rating: _____
<input type="checkbox"/> Water Heater- Btu rating: _____	<input type="checkbox"/> Pool/Spa Heater- Btu rating: _____
<input type="checkbox"/> Gas Oven- Btu rating: _____	<input type="checkbox"/> Furnace- Btu rating: _____
<input type="checkbox"/> On-Demand Water Heater	<input type="checkbox"/> Outdoor Gas Heaters
Btu rating: _____	Btu rating: _____
<input type="checkbox"/> Other gas loads _____	
Btu rating: _____	

Additional Common Use Area Service - *For additional gas common use area service requests use the "Natural Gas Common Use Area Services" portion of Attachment "B"*

## **MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION**

### **7. Additional Documentation**

The MHP Owner/Operator should use its best effort to provide one (1) copy of the following documents along with this Application to each of the Utilities that have been identified on page 1 of this Application as providing electric and/or gas service to your MHP. Please include these documents with your submission of this Application under Attachment A.

- 7.1. List of Residents & Registered Homeowners: A complete list of current registered owners and current residents for each mobilehome/manufactured housing unit on a lot within the MHP, including name, address or space number, home phone number, cell phone number, email address, and other contact information should be provided to the Utilities. If all of the necessary resident and registered homeowner contact information cannot be provided when the MHP Owner/Operator submits this Application, the MHP Owner/Operator must, at a minimum, provide a list of addresses for the residents of the MHP and the name and mailing addresses of the registered owners for each mobilehome/manufactured housing unit on a lot within the MHP. This information will be used for outreach activities for the MHP residents. If a complete list of resident and registered homeowner contact information is not provided with the MHP Application, the information must be provided with the submittal of the MHP Agreement.
- 7.2. Service Documents: Detailed substructure engineering drawings, as-built drawings, maps, and any other such records as may be necessary to ensure a complete record of the installation and location of the MHP's existing distribution system(s).
- 7.3. Single Line Diagram: For facilities with Self-Generation provide a single line diagram(s) showing the location of the generation and how it is currently connected to the MHP electrical system.
- 7.4. Additional Infrastructure: Detailed engineering drawings, as-built drawings, maps and any other such records that would provide information on the location of any other utility systems present within the MHP, including but not limited to water, sewer, drainage, irrigation lines, telephone, cable television, data lines and fuel lines.
- 7.5. Site Plan: Detailed drawing of the MHP showing roads, sidewalks, driveways, MHP Space locations, streetlights, sprinkler controls, location of fire hydrants, common area facilities, electric vehicle charging stations, self-generation systems, other structures, and proposed future improvements. For electrical equipment, please provide load information on site plan or reference Common Use Area Service Number(s) found on Section 6 and Attachment B.
- 7.6. Tract Map: Map showing all easements, right-of-ways, property lines, MH-Spaces, assessor's parcel number, etc.
- 7.7. The Utility may request additional documentation if more information is needed for the planning, engineering, planning, and construction phases of the conversion.

## **MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION**

### **8. Planning, Engineering and Construction**

The Utility shall be allowed to conduct a pre-engineering review and site verification of existing facilities at the MHP.

The Planning, Engineering, and Construction terms and conditions of the MHP Program are detailed in the MHP Agreement. Information regarding Planning, Engineering, and Construction terms and conditions will be given to the MHP Owner/Operator at the time the metering points are provided. The MHP Agreement will contain a preliminary design and construction plan developed by the Utility using the information provided by the MHP Owner/Operator with this Application.

The information provided in the Planning, Engineering, and Construction terms and conditions will enable the MHP Owner/Operator, and its selected Contractor, to develop an appropriate and complete cost estimate of "Beyond-The-Meter" work by outlining roles and responsibilities of the parties involved and defining the "Beyond-The-Meter" work that will be eligible for reimbursement by the Utility under the MHP Program.

### **9. Application Deadline**

The MHP has been pre-selected to receive this MHP Application. The MHP Owner/Operator has forty-five (45) calendar days from the issuance date of this Application, to complete and return the Application, along with all required documentation, to the Utility or Utilities that provide electric and/or gas service to the MHP. If the MHP Owner/Operator fails to provide this Application and the required documentation within the specified time period, the Utility reserves the right to remove or place the MHP in the back of the queue of the pre-selected MHPs. Pre-selection, and/or submittal of Application does not guarantee acceptance into the MHP Program, nor does it guarantee conversion to direct utility service from the Utility.

### **10. Next Steps**

Upon the Utility's review and acceptance of this Application, and the accompanying documentation supplied by the MHP Owner/Operator, the Utility will initiate the planning and engineering of the new electric and/or gas distribution system. The Utility will consult with the MHP Owner/Operator to determine the location of the metering points for the MHP, with the Utility having final approval of the location of all meter(s) and provide this information to the MHP Owner/Operator. The MHP Owner/Operator will then have forty-five (45) calendar days to provide the Utility with the name and qualifications of the Contractor selected to perform the "Beyond-The-Meter" work at the MHP and the estimated cost for such work, in addition to any other documents requested by the Utility. If the MHP Owner/Operator fails to provide the name of the Contractor, agreed to qualifications and the reasonable costs selected to perform the "Beyond-the-Meter" work within the specified time period, the Utility reserves the right to remove or place the MHP in the back of the queue of the pre-selected MHPs.

THE UTILITY MUST AGREE TO THE QUALIFICATIONS AND COSTS OF THE CONTRACTOR SELECTED BY THE MHP OWNER/OPERATOR. IN THE EVENT THE UTILITY AND THE MHP OWNER/OPERATOR DO NOT AGREE, THEY MUST CONSULT WITH SED TO RESOLVE THE DISPUTE.

Cost estimates for the "Beyond-The-Meter" work shall also be summarized to the Utility in a format that uses Attachment C, D and E of the MHP Agreement as a template. The template that will be used for the "Beyond-The-Meter" estimate will be given to the MHP Owner/Operator at the time the metering points are provided.



## **MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION**

After the new distribution system has been preliminarily planned and engineered and designed, and the Utility has agreed with the name of the Contractor and the estimated cost for the "Beyond-The-Meter" work, the Utility will prepare the MHP Agreement for signatures.

If requested by the Utility or the MHP Owner/Operator, a post engineering meeting can be requested prior to the signing of the MHP Agreement to resolve any outstanding issues and concerns. The Commission requires the Utility and the MHP Owner/Operator to consult and coordinate to ensure efficiency and avoid unnecessary (and non-reimbursable) costs.

After the MHP Agreement is fully executed, permits can be requested, and construction can begin.

### **11. Cancellation of MHP Application**

Either the Utility or the MHP Owner/Operator may, at its option, cancel this Application upon 30 days written notice to the other party or parties.

The Utility may cancel this Application for, but not limited to, the following situations: (1) the failure, refusal or inability of the MHP Owner/Operator to perform specified activities and responsibilities set forth in this Application in a timely manner, after receiving notice from the Utility and an opportunity to cure; (2) failure or inability of the MHP Owner/Operator to supply the name, agreed to qualifications and reasonable costs of the Contractor who will perform all of the "Beyond-The-Meter" work at the MHP and the estimate cost for such work, within forty-five (45) calendar days from the date that the metering points are sent by the Utility; (3) safety or security issues or violations; or (4) the MHP Owner/Operator and/or its Contractor are involved in a legal proceeding which, in the Utility's opinion, may interfere with the performance of the work.

If the MHP Owner/Operator cancels this Application or chooses not to proceed with the MHP Program after the signing of this Application, the MHP Owner/Operator agrees to reimburse the Utility for all work and costs incurred prior to the cancellation. Such costs may include planning and engineering costs, labor, material and supplies, (including long lead time materials), transportation, and other direct costs which the Utility allocates to such work. In no event shall the Utility be liable for lost or anticipated profits or costs to plan and design the "Beyond-The-Meter" facilities, costs associated to securing a Contractor for the project, or any other costs that did not result in the completion of the service conversion at the MHP.

**MOBILEHOME PARK  
UTILITY CONVERSION PROGRAM APPLICATION**

**12. MHP Owner/Operator Certification**

I hereby declare under penalty of perjury that I am the person<sup>4</sup>, or an authorized representative of the entity, that is legally responsible for the MHP, and that the information provided is true and correct to the best of my knowledge. I certify that the MHP Owner/Operator is the distributor of utility service within the MHP, as described above, and that the MHP Owner/Operator has the authority to discontinue utility service within the MHP as required by the MHP Program. I also certify that I am supplying all of the documentation required under this Application, if available. I have read and agree with the provisions and my responsibilities under the MHP Rule and this Application, including Attachments.

\_\_\_\_\_  
*Name of Mobilehome Park*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Name of Owner/Operator*

\_\_\_\_\_  
*Type/Print Name*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Title*

\_\_\_\_\_

<sup>4</sup> If multiple signatures are required, please copy this certification page as needed and include with your Application.

# MOBILEHOME PARK UTILITY CONVERSION PROGRAM APPLICATION

## Attachment A - Additional Documentations

As described in Section 7 of this Application the MHP Owner/Operator should use its best effort to provide copies of the following documents along with its Application, if applicable. Please use the check boxes to indicate if the documents are being provided or not available and attach the documents to Attachment A.

<u>Not Available</u>	<u>Being Provided</u>	<u>Documents</u>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>List of Registered Homeowners and Residents:</u> A complete list of current residents for each mobilehome/manufactured housing unit on the lot within the MHP, including name, address or space number, mailing address if different than physical address of unit, home phone number, cell phone number, email address, and other contact information should be provided to the Utilities. If all of the necessary resident contact information cannot be provided, the MHP Owner/Operator must, at a minimum, provide a list of addresses for the residents of the MHP and the name and mailing addresses of the registered owners for each mobilehome/manufactured housing unit on a lot within the MHP. This information will be used for outreach and notification efforts during the project. If a complete list of resident and registered owner contact information is not provided with the MHP Application, the information must be provided with the submittal of the MHP Agreement.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Service Documents:</u> Detailed engineering drawings, as-built drawings, maps, and any other such records as may be necessary to ensure a complete record of the installation and location of the MHP's existing distribution system(s).</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Single Line Diagram:</u> For facilities with Self-Generation provide a single line diagram(s) showing the location of the generation and how it is currently connected to the MHP electrical system.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Additional Infrastructure:</u> Detailed substructure engineering drawings, as-built drawings, maps and any other such records that would provide information on the location of any other utility systems present within the park, including but not limited to water, sewer, drainage, irrigation lines, telephone, cable television, data lines and fuel lines.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Site Plan:</u> Detailed scaled drawing of MHP showing roads, sidewalks, driveways, MH-Space locations, streetlights, sprinkler controls, location of fire hydrants, common area facilities, electric vehicle charging stations, self-generation systems, other structures, and proposed future improvements. For electrical equipment, please provide load information on site plan or reference Common Use Area Service Number(s) found on Section 6 and Attachment B.</p>
<input type="checkbox"/>	<input type="checkbox"/>	<p><u>Tract Map:</u> Map showing all easements, right-of-ways, property lines, MH-Spaces, assessor's parcel number, etc.</p>

Attach appropriate documents to Attachment A

MHP Owner/Operator Initials \_\_\_\_\_

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

**Attachment B – Additional Information**

Attachment B of this MHP Application is used to document additional information regarding accounts and load information that are in excess of what can be documented on the MHP Application. Attachment B is being used to provide the following: (check all that applies)

- Electric Service Account Information
- Natural Gas Service Account Information
- Electric Common Use Area Services Information
- Streetlight Lamp Type
- Gas Common Use Area Services Information
- No additional information, beyond what is provided in the MHP Application

**1. Electric Service Account Information:**

Please list any additional Electric Service Accounts Numbers currently serving the MHP that is not provided in Section 4.a. of this MHP Application.

<u>Current Electric Service Account Number</u>	<u>Current Rate Schedule</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**3. Electric Common Use Area Services:**

Please provide the electric load information for additional facilities and equipment that serves the common use areas that could not be documented in Section 6 of this MHP Application

Additional Common Use Area Service – Provide additional sheet as necessary

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

Common Use Area Electric Service: # \_\_\_\_\_ Description: \_\_\_\_\_

Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_ Main Size: \_\_\_\_\_

<input type="checkbox"/> Lift Station ( _____ HP)	<input type="checkbox"/> MHP Office ( _____ KW)
<input type="checkbox"/> Street Lights ( _____ KW)	<input type="checkbox"/> Swimming Pool ( _____ KW)
<input type="checkbox"/> Club House ( _____ KW)	<input type="checkbox"/> Area Lighting ( _____ KW)
<input type="checkbox"/> Sprinkler/Irrigation Controls (must be metered)	<input type="checkbox"/> Park Site ( _____ KW)
<input type="checkbox"/> Others _____	( _____ KW)

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**4. Streetlight Lamp Type**

If Street Lighting to be separated from common use load and served unmetered under an applicable Utility streetlight rate schedule, please provide the information for each lamp type (check one lamp type)

Lamp Type:# \_\_\_\_\_  
 High Pressure Sodium Vapor       Low Pressure Sodium Vapor  
 Mercury Vapor                               Metal Halide  
 Incandescent                                       LED  
 Other \_\_\_\_\_  
Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_  
 High Pressure Sodium Vapor       Low Pressure Sodium Vapor  
 Mercury Vapor                               Metal Halide  
 Incandescent                                       LED  
 Other \_\_\_\_\_  
Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_  
 High Pressure Sodium Vapor       Low Pressure Sodium Vapor  
 Mercury Vapor                               Metal Halide  
 Incandescent                                       LED  
 Other \_\_\_\_\_  
Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_  
 High Pressure Sodium Vapor       Low Pressure Sodium Vapor  
 Mercury Vapor                               Metal Halide  
 Incandescent                                       LED  
 Other \_\_\_\_\_  
Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

Lamp Type:# \_\_\_\_\_  
 High Pressure Sodium Vapor       Low Pressure Sodium Vapor  
 Mercury Vapor                               Metal Halide  
 Incandescent                                       LED  
 Other \_\_\_\_\_  
Watts per lamp: \_\_\_\_\_ Number of lamps/fixtures: \_\_\_\_\_

**MOBILEHOME PARK**  
**UTILITY CONVERSION PROGRAM APPLICATION**

Attachment B – Additional Information

**5. Natural Gas Common Use Area Services:**

Please provide the natural gas load information for additional facilities and equipment that serves the common use areas that could not be documented in Section 6 of this MHP Application

Provide additional sheet as necessary

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- Gas Service Delivery Pressure Requested:  ¼ psig  Other (\_\_\_\_psig)
- |  |   |
|--|---|
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- Gas Service Delivery Pressure Requested:  ¼ psig  Other (\_\_\_\_psig)
- |  |   |
|--|---|
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- Gas Service Delivery Pressure Requested:  ¼ psig  Other (\_\_\_\_psig)
- |  |   |
|--|---|
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |

Common Use Area Gas Service: # \_\_\_\_\_ Description: \_\_\_\_\_

- Gas Service Delivery Pressure Requested:  ¼ psig  Other (\_\_\_\_psig)
- |  |   |
|--|---|
| <input type="checkbox"/> Gas Range - Btu rating: _____               | <input type="checkbox"/> Laundry Dryer- Btu rating: _____         |
| <input type="checkbox"/> Water Heater- Btu rating: _____             | <input type="checkbox"/> Pool/Spa Heater- Btu rating: _____       |
| <input type="checkbox"/> Gas Oven- Btu rating: _____                 | <input type="checkbox"/> Furnace- Btu rating: _____               |
| <input type="checkbox"/> On-Demand Water Heater<br>Btu rating: _____ | <input type="checkbox"/> Outdoor Gas Heaters<br>Btu rating: _____ |
| <input type="checkbox"/> Other gas loads _____<br>Btu rating: _____  |   |





# ADVICE LETTER SUMMARY

## ENERGY UTILITY



MUST BE COMPLETED BY UTILITY (Attach additional pages as needed)

Company name/CPUC Utility No.:

Utility type:

ELC       GAS       WATER  
 PLC       HEAT

Contact Person:

Phone #:  
E-mail:  
E-mail Disposition Notice to:

EXPLANATION OF UTILITY TYPE

ELC = Electric      GAS = Gas      WATER = Water  
PLC = Pipeline      HEAT = Heat

(Date Submitted / Received Stamp by CPUC)

Advice Letter (AL) #:

Tier Designation:

Subject of AL:

Keywords (choose from CPUC listing):

AL Type:  Monthly     Quarterly     Annual     One-Time     Other:

If AL submitted in compliance with a Commission order, indicate relevant Decision/Resolution #:

Does AL replace a withdrawn or rejected AL? If so, identify the prior AL:

Summarize differences between the AL and the prior withdrawn or rejected AL:

Confidential treatment requested?  Yes     No

If yes, specification of confidential information:

Confidential information will be made available to appropriate parties who execute a nondisclosure agreement. Name and contact information to request nondisclosure agreement/ access to confidential information:

Resolution required?  Yes     No

Requested effective date:

No. of tariff sheets:

Estimated system annual revenue effect (%):

Estimated system average rate effect (%):

When rates are affected by AL, include attachment in AL showing average rate effects on customer classes (residential, small commercial, large C/I, agricultural, lighting).

Tariff schedules affected:

Service affected and changes proposed<sup>1</sup>:

Pending advice letters that revise the same tariff sheets:

<sup>1</sup>Discuss in AL if more space is needed.

**Protests and all other correspondence regarding this AL are due no later than 20 days after the date of this submittal, unless otherwise authorized by the Commission, and shall be sent to:**

CPUC, Energy Division  
Attention: Tariff Unit  
505 Van Ness Avenue  
San Francisco, CA 94102  
Email: [EDTariffUnit@cpuc.ca.gov](mailto:EDTariffUnit@cpuc.ca.gov)

Name:  
Title:  
Utility Name:  
Address:  
City: State:  
Telephone (xxx) xxx-xxxx:  
Facsimile (xxx) xxx-xxxx:  
Email:

Name:  
Title:  
Utility Name:  
Address:  
City: State:  
Telephone (xxx) xxx-xxxx:  
Facsimile (xxx) xxx-xxxx:  
Email:

## ENERGY Advice Letter Keywords

Affiliate	Direct Access	Preliminary Statement
Agreements	Disconnect Service	Procurement
Agriculture	ECAC / Energy Cost Adjustment	Qualifying Facility
Avoided Cost	EOR / Enhanced Oil Recovery	Rebates
Balancing Account	Energy Charge	Refunds
Baseline	Energy Efficiency	Reliability
Bilingual	Establish Service	Re-MAT/Bio-MAT
Billings	Expand Service Area	Revenue Allocation
Bioenergy	Forms	Rule 21
Brokerage Fees	Franchise Fee / User Tax	Rules
CARE	G.O. 131-D	Section 851
CPUC Reimbursement Fee	GRC / General Rate Case	Self Generation
Capacity	Hazardous Waste	Service Area Map
Cogeneration	Increase Rates	Service Outage
Compliance	Interruptible Service	Solar
Conditions of Service	Interutility Transportation	Standby Service
Connection	LIEE / Low-Income Energy Efficiency	Storage
Conservation	LIRA / Low-Income Ratepayer Assistance	Street Lights
Consolidate Tariffs	Late Payment Charge	Surcharges
Contracts	Line Extensions	Tariffs
Core	Memorandum Account	Taxes
Credit	Metered Energy Efficiency	Text Changes
Curtable Service	Metering	Transformer
Customer Charge	Mobile Home Parks	Transition Cost
Customer Owned Generation	Name Change	Transmission Lines
Decrease Rates	Non-Core	Transportation Electrification
Demand Charge	Non-firm Service Contracts	Transportation Rates
Demand Side Fund	Nuclear	Undergrounding
Demand Side Management	Oil Pipelines	Voltage Discount
Demand Side Response	PBR / Performance Based Ratemaking	Wind Power
Deposits	Portfolio	Withdrawal of Service
Depreciation	Power Lines	