



# INCIDENT REPORT

Project Name: \_\_\_\_\_ Contractor: \_\_\_\_\_

Date: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Landowner: \_\_\_\_\_

General Location(s)(e.g., Francis Creek): \_\_\_\_\_

Specific Location(s)(e.g., POLE #, PS, LZ, Access Rd): \_\_\_\_\_

Identified By: \_\_\_\_\_

Verbal Notification? yes  no  Notification Date: \_\_\_\_\_ Individual Notified: \_\_\_\_\_

Compliance Level? 1  2  3  4

Noncompliance Source: (check as many as apply)

- mitigation measure  plan/procedure  specification  regulatory requirement
- drawing  permit condition  other

Specify Source (e.g., Mitigation Measure BIO-6): \_\_\_\_\_

Did the noncompliance result in resource damage? yes  no

**DESCRIPTION:** *(Include a detailed description, including information on any resources damaged. Attach additional sheets if necessary.)*

**CORRECTIVE ACTION REQUIRED:** yes  no  **DEADLINE FOR CORRECTIVE ACTION:** \_\_\_\_\_

*(Attach additional sheets if necessary.)*

## SIGNATURES:

PG&E Environmental Compliance Lead:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PG&E Construction Lead:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contractor Superintendent:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# MINOR PROJECT REFINEMENT REQUEST FORM



## Part A: Request Description

### MPR Request

Request Number: [Number]  
Date Requested: [Date submitted to CPUC]  
Proposed Duration/  
Timing of Use: [Start date] to [End date]  
[Days of the week]; [Times of the day]  
Location: [Description]  
[Approximate dimensions and acreage]  
Attached Map?  Yes  No

### Proposed Action(s)

[List and describe each proposed action]

### Purpose(s)

[Explain why the proposed action(s) are necessary]

## Part B: Existing Conditions

Existing Land Uses: [Description]  
[Any mitigation considerations]  
Surrounding Land Uses: [Description]  
[Any mitigation considerations]  
Sensitive Receptors  
within 500 feet: [Description]  
[Any mitigation considerations]  
Environmental Recourses  
within 500 feet: [Description]  
[Any mitigation considerations]  
Has landowner approval  
been granted?  Yes  No  N/A  
[Description]  
Landowner: [Name and address]

### Surveys

*List any new survey reports under Part D, attach a copy, and describe relevant survey details under the applicable resource category listed in the Part E.*

**Biological Resources.** Were all sites associated with the proposed action(s) surveyed for biological resources with the potential to occur in the area? If so, were survey results positive or negative? Were surveys completed during the appropriate timing and season to detect resources? If not, describe under the applicable resource category in Part E.

[Description]

**Cultural Resources.** Were all sites associated with the proposed action(s) surveyed for cultural resources (records search and pedestrian survey)? If so, were survey results positive or negative?

[Description]

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Jurisdictional Waters. Were all sites associated with the proposed action(s) surveyed for hydrologic resources? If so, were survey results positive or negative?

[Description]

### Part C: Permits, Agency Approvals, and Environmental Protection Measures

List any new permits or agency approvals under Part D, attach a copy, and describe relevant details under the applicable resource category listed in Part E.

Have all required permits, permit amendments/authorizations, or agency approvals been issued by resource agencies with applicable jurisdiction? Describe if necessary.

[Description]

Would the proposed action(s) conflict with permit conditions or agency approvals? Describe if necessary.

[Description]

Would the proposed action(s) conflict with project applicant proposed measures or mitigation measures listed in Final Initial Study/Mitigated Negative Declaration (IS/MND)? Describe if necessary.

[Description]

### Part D: Attached Materials

List any attached materials (e.g. surveys, maps, photos, memos, agency authorizations, etc.) below. Materials should be attached to the end of this form.

[List attached materials]

### Part E: Final IS/MND Consistency Summary

Complete the Final IS/MND Consistency Summary below and answer the consistency questions for each resource category. Include a description and justification below each resource category as necessary. The consistency questions were developed using the CEQA Checklist provided in the Final IS/MND. Refer to the Final IS/MND for the details on the project impact evaluation.

Would the proposed action(s) result in a new impact, or increase the severity of a previously analyzed impact on:	No Change	Potentially Significant Change	N/A
<p><b>Aesthetics (e.g., damage scenic resources or vistas, degrade the existing visual character of the site and its surroundings, or create sources of light or glare)?</b></p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Agriculture and Forestry Resources (e.g., convert Farmland to nonagricultural use, or create a conflict with existing agricultural zoning or a Williamson Act)?</b></p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>Air Quality (e.g. produce additional emissions, or expose sensitive receptors to additional pollutants)?</b></p> <p><i>Final IS/MND evaluation: Less than Significant</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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[Description and justification]

**Biological Resources (e.g., cause an adverse effect to sensitive or special-status species, or impact riparian, wetland, or any other sensitive habitat, or conflict with local policies or ordinances protecting biological resources)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Cultural and Tribal Cultural Resources (e.g., cause adverse change to a historical, archeological, or tribal cultural resource)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Geology and Soils (e.g., cause or expose people or structures to geologic or soil hazards, including erosion or loss of topsoil)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Greenhouse Gas Emissions (e.g., generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment)?**

                                          

*Final IS/MND evaluation: Less than Significant*

[Description and justification]

**Hazards and Hazardous Materials (e.g., create or increase the exposure of people or structures to hazardous materials or wildland fires, involve the use of additional hazardous materials or equipment, or interfere with an adopted emergency plan)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Hydrology and Water Quality (e.g., degrade water quality, discharge waste or sediment, deplete groundwater, alter the existing drainage pattern, create additional runoff water or polluted runoff, place structures in a 100-year flood hazard area, or expose people or structures to a significant risk involving flooding)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Land Use (e.g., conflict with a land use plan, policy, or regulation of an agency with jurisdiction over the project, or conflict with a habitat conservation plan)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

**Noise (e.g., expose sensitive receptors to additional noise or vibration)?**

                                          

*Final IS/MND evaluation: Less than Significant with Mitigation*

[Description and justification]

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<p>Paleontological Resources (e.g., cause adverse change to a paleontological resource or site or unique geologic feature)?</p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Population and Housing (e.g., induce substantial population growth in an area, or displace substantial numbers of people or housing)?</p> <p><i>Final IS/MND evaluation: Less than Significant</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Recreation (e.g., increases the use of, or cause adverse effects to, parks or other recreational facilities)?</p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Transportation and Traffic (e.g., increase traffic congestion or degrade performance of the circulation system, taking into account all modes of transportation, or increase hazards due to a design feature)?</p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Utilities and Public Services (e.g., result in construction of new, or expansion of existing, water facilities, stormwater drainage facilities, require additional water entitlements, or creation of new solid waste disposal needs)?</p> <p><i>Final IS/MND evaluation: Less than Significant with Mitigation</i></p> <p>[Description and justification]</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# TEMPORARY EXTRA WORKSPACE REQUEST FORM



## Request Description

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Request Number: [Number]  
Date Requested: [Date submitted to CPUC]  
Proposed Duration/  
Timing of Use: [Start date] to [End date]  
[Days of the week]; [Times of the day]  
Location: [Description]  
[Approximate dimensions and acreage]  
Attached Map?  Yes  No

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## Proposed Uses

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[Description]

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## Existing Conditions

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Existing Land Uses: [Description]  
[Any mitigation considerations]  
Surrounding Land Uses: [Description]  
[Any mitigation considerations]  
Sensitive Receptors  
within 500 feet: [Description]  
[Any mitigation considerations]  
Environmental Recourses  
within 500 feet: [Description]  
[Any mitigation considerations]  
Has landowner approval  
been granted?  Yes  No  N/A  
[Description]  
Landowner: [Name and address]

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## Condition after Use

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[Description]  
[Any mitigation considerations]

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## Checklist

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1. Have applicable landowners approved the location, proposed use, and duration?  Yes  No
2. Is the TEWS located in a previously disturbed area?  Yes  No
3. Are there sensitive resources or land uses within or in proximity to the TEWS?  Yes  No
4. Would use of the TEWS result in any significant environmental impacts?  Yes  No

*Note: Answering "No" to questions 1 or 2, or "Yes" to questions 3 or 4 may be cause for denial.*

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## Review and Approval

### Standard Conditions of Approval

- *The CPUC shall review and approve or deny TEWS requests within four business days of receiving a completed form.*

## TEMPORARY EXTRA WORKSPACE REQUEST FORM

- CPUC approval is valid once a signature is provided on a hardcopy or a confirmation email has been provided with the attached TEWS.
- Use of an approved TEWS is limited to 60 days or less.
- No hazardous materials may be stored at the site.
- Use of an approved TEWS must comply with all mitigation measures, plan procedures, and local ordinances that are applicable to the project and TEWS activities.
- Use of an approved TEWS shall not exceed the limitations described in the TEWS request form. Amended requests must be submitted to CPUC for review and approval.
- The CPUC shall be informed of any complaints regarding an approved TEWS within 24 hours.
- An approved TEWS may be revoked at any time if the conditions of approval are not followed.

### Site-specific Conditions of Approval

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[Description]

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### Names and Dates of Approval

#### *PG&E Compliance Team*

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MMCRP Role	Name	Date of Approval
[Enter construction lead]	[Enter]	[Enter]
[Enter compliance lead]	[Enter]	[Enter]

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#### *CPUC Monitoring Team*

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MMCRP Role	Name	Date of Approval
[Enter monitoring lead]	[Enter]	
Signature or Date of Confirmation Email:	[Enter]	[Enter]

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