Permit Submittal Checklist and Process
Residential Generator

Note to applicants:
This handout is intended to assist applicants through the residential generator permit process. All items listed under “items needed for a complete permit application” must be submitted. The applicant should review the “helpful tips” for common project requirements. Please note that incomplete applications can cause processing delays.

Items needed for a complete permit application:

☐ A completed Miscellaneous Residential Construction Permit Application (Type C).

☐ Two copies of the Plat of Survey, drawn to scale, showing the location and dimensions of the proposed generator and distances from the generator to property lines.

☐ An indication of the location of the electrical meter, panel and transfer switch.

☐ Generator and transfer switch specifications from manufacturer’s catalog.

☐ Line diagram of electric circuit, indicating conduit and wire sizes and grounding requirements.

☐ A copy of the existing and proposed electrical panel schedule along with the ratings for all circuit breakers, including the main breaker.

☐ The generator permit application fee of $64, payable when application is submitted.

Helpful tips:

☐ Generator cannot project more than four feet into the required side yard. Generators proposed for installation in a side yard adjoining a street must be screened in accordance with the requirements for screening central air conditioning equipment located in a side yard adjoining a street.

☐ Metallic gas piping and fittings shall be coated with a corrosion-resistant material.
Permit Submittal Checklist and Process
Residential Generator

☐ The generator and all associated work must be installed in accordance with the adopted National Electric Code and manufacturer’s specifications.

**Inspections (24-hour advance notice required for inspection scheduling):**

☐ Final inspection – Once the work has been completed, the applicant or contractor should call the Community Development Department as soon as possible for a final inspection.

Please do not hesitate to contact the Community Development Department at (630) 871-6230 if you have any questions regarding the building permit or inspection process.