



## Village of Carol Stream

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## 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.

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- The generator and all associated work must be installed in accordance with the 2017 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.
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**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.**

