



CITY OF NAPERVILLE

Transportation, Engineering, & Development (T.E.D.) Business Group

APPLICATION INFORMATION: STANDBY GENERATOR

The City of Naperville requires that all generators, or other secondary structures added to a residential structure have **an issued building permit prior to beginning any construction**. Permit applications may be submitted to the T.E.D. Business Group between the hours of 8 a.m. and 4:30 p.m. (closed daily from 1-2pm) Monday through Friday.

GENERATOR APPLICATION REQUIREMENTS

The following items must be submitted when applying for a generator permit:

- A. A completed and signed building permit application form.
- B. Three (3) copies of the full size legal plat of survey with the following information:
 1. The generator drawn to scale showing where it will be placed on the lot (See Attachment # 1);
 2. The location of the electric meter, electric line and electric pedestal or pole, gas meter and any other utilities located near the proposed generator;
 3. All escape windows or other windows within the generator area;
 4. Indicate all other accessory structures (Air Conditioner, shed, pool heater, etc.) in the area of the proposed generator with distances between the structures;
 5. Indicate the set back dimension from the house to the lot line on the side closest to the generator.

**For assistance in finding underground utility locations, contact J.U.L.I.E. at 1-800-892-0123. Be sure to allow 48 hours for service. Remember that the spray-painted utility lines must remain visible for a future inspection.*

- C. Three (3) copies of an enlarged Generator plan (recommend 1/4 " = 1'-0") indicating the following (See Attachment #2):
 1. Generator drawn to scale.
 2. Location of electric meter, electric line, electric pedestal or pole.
 3. Location of gas meter.
 4. Air Conditioning unit drawn to scale. (if applicable).
 5. Provide dimensions between all pieces of equipment.
 6. Provide dimensions from generator to house and to the lot line.
 7. Any other pertinent information that may be unique to the generator location.
- D. Three (3) copies of an electrical one-line diagram and meter location/installation diagram indicating compliance with the DPU-E Standards must be submitted. (See Attachment # 3):
- E. Three (3) copies of the Manufacturer's cut sheets and specifications for the generator including the standby power rating in kilowatts, the noise level as measured in dB and at what distance, the unit size and venting discharge points, base requirements, the gas input in Btu's/h and clearance requirements.

F. Provide the following documentation regarding the gas piping supply:

1. Size of existing gas service to house.
2. The Btu's/h input for all gas fired equipment serving this property.
3. The size of the proposed new gas line to generator including material and location.
4. The gas pipe material, the shutoff valve, the union, and the burial depth or if above grade the distance from line to grade.

Additional information that needs to be met for STANDBY GENERATORS:

1. A four feet (4) working clearance must be maintained around the meter. Indicate the location of the meter in relation to the generator.
2. If the existing meter is to be removed/replaced, the new installation must conform to DPU-E engineering standard C50-3310 for underground services, or C50-3230 for overhead services.
3. An externally mounted disconnecting device must be installed at the load side and adjacent to (within 2 feet of) the meter. It must provide a means of disconnecting the entire residence to ensure that there is no electrical back feed to the Naperville power distribution supply. The disconnecting device must also be readily accessible by DPU-E employees, and have a hasp or other device to allow DPU-E employees to use a padlock or meter seal to lock the device in the open position. Refer to DPU-E engineering standard
4. **NOISE LEVEL** must not exceed the Naperville Standard which is for:
 - Residential use at 55 dBA at the property line for the hours of 7 AM to 7 PM
 - Residential use at 50 dBA at the property line for the hours of 7 PM to 7 AM
 - Per Naperville ordinance 6-14-4: Standards.
5. Naperville –Standby Electrical Generator Safety - Information sheet (See Attachment # 5)
6. A gas line addition on the house (non-service) side of the gas meter must be installed so as to maintain a minimum two foot clearance from the electric service line and meter trough, and **must not cross over the top of the electric service line.** An inspection of the trench will be required to verify that this requirement is being met.

G. FEES

Per Ordinance fees are structured as follows:

1. An application fee of \$38 is due at the time the standby generator application is submitted.
2. An additional \$90 is due at the time of permit pickup. This covers the cost of the inspections listed below: electric final and gas pipe.

A \$61 re-inspection fee will be charged for each failed inspection, which must be paid prior to the rescheduling of any further inspections.

PERMIT APPROVAL AND INSPECTION INFORMATION

All construction drawings must be legible and complete. **The items listed in “Application Requirements” must be included as part of your application. Omission of any of these items will delay the approval of your application for permit.** The applicant will be notified when the permit has been approved.

THE PERMIT

Every building permit shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance. The permit is to be displayed in the window nearest to the front door for the duration of the construction and inspection process. After the construction is complete, please remove the building permit from the window and retain it for your personal homeowner’s records.

INSPECTIONS

There are two (2) required inspections during generator installation:

1. **GAS PIPING INSPECTION BY PLUMBING INSPECTOR** - This inspection is conducted prior to or at the same time as the electrical inspection. **Call to schedule the inspection.** The inspection will verify gas piping materials, connections, pipe size and installation methods which meet the Naperville’s Building Code.
2. **ELECTRICAL INSPECTION** - This inspection is conducted after the generator has been installed. **Call to schedule this inspection.** The inspection will verify the location of the equipment including the setbacks, clearances, electrical connections and disconnect devices and other aspects of the generator meet the requirements of Naperville’s Building Code.

SCHEDULING INSPECTIONS

Inspections are scheduled by calling 630/420-6100 option 1 between the hours of 8:00 a.m. and 4:00 p.m. Monday through Friday. (**Closed daily from 1-2**) Please have the **permit number** and **site address** ready. In addition, please allow a minimum of 72 hours when scheduling an inspection. **Generator inspections are not scheduled at a set hour but will take place on the requested day.**

RESULTS OF INSPECTIONS

- An inspection sticker will be posted on the door or window nearest the inspection site and will indicate PASS or FAIL and include specific deficiencies or special instructions.
- If the inspection is a PASS, you may proceed with your project.
- If the inspection is a FAIL, make corrections and return to the Municipal Center at 400 S. Eagle St. to pay for and reschedule your failed inspection.

TELEPHONE NUMBERS

Here are some telephone numbers to call if you have specific questions:

Inspection Dispatch
Monday - Friday, 8:00 a.m. to 4:00 p.m. (Closed Daily from 1-2 pm)
630/420-6100 option 1

****SCHEDULE INSPECTIONS BY CALLING THE INSPECTION DESK.
*DO NOT CALL THE INSPECTOR.****

**Development Services
Monday-Friday, 8 a.m. to 5 p.m. (Closed Daily from 1-2 pm)
630/420-6100 Option 2**

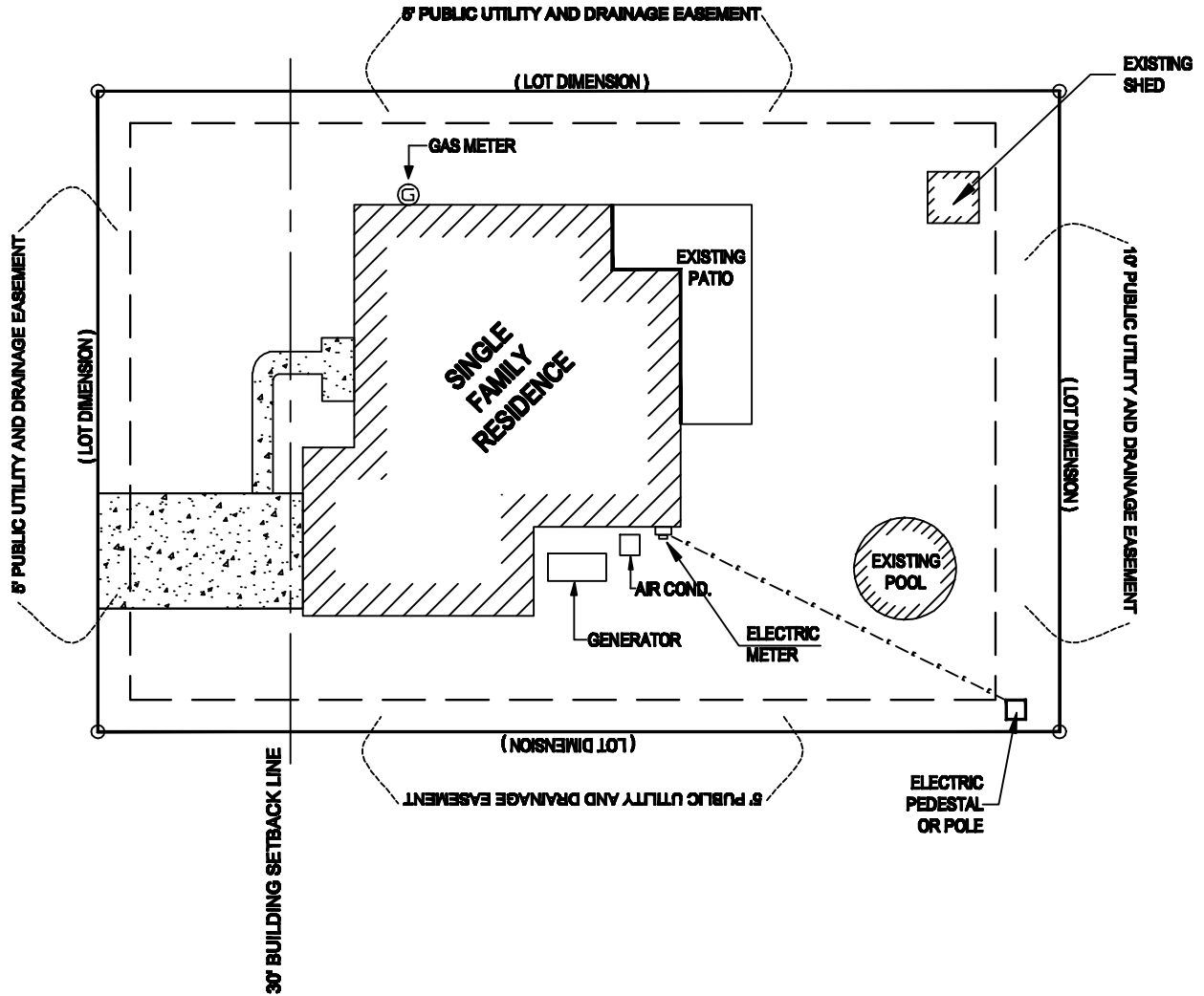
********APPROVED PLANS MUST BE KEPT ON SITE********

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PLAT OF SURVEY

Attachment # 1

LOT __ IN BLOCK __ IN __ AT NAPERVILLE UNIT __, BEING A SUBDIVISION OF PART OF THE
 __ QUARTER OF SECTION __, TOWNSHIP __ NORTH, RANGE __ EAST OF THE THIRD
 PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED __ AS
 DOCUMENT NO. R __ IN __ COUNTY, ILLINOIS.



GENERAL NOTES:

1. MUST SHOW PROPOSED GENERATOR DRAWN TO SCALE SHOWING WHERE IT WILL BE PLACED ON THE LOT.
2. MUST INCLUDE LEGAL DESCRIPTION OF THE LOT.
3. MUST SHOW LOCATION OF ELECTRIC METER, ELECTRIC PEDESTAL OR POLE, ELECTRIC LINE AND ANY OTHER UTILITIES LOCATED NEAR GENERATOR.
4. MUST SHOW ALL ESCAPE WINDOWS OR OTHER WINDOWS IN GENERATOR AREA.
5. MUST SHOW LOCATION OF GAS METER.



CALL J.JULIE.
 BEFORE EXCAVATING
 1-800-882-0125

SAMPLE PLAT OF SURVEY

CHECKED: DRAWN:

DRW KAZ

SCALE: DATE:

NTS 02/03/2009



TRANSPORTATION, ENGINEERING AND DEVELOPMENT
 BUSINESS GROUP

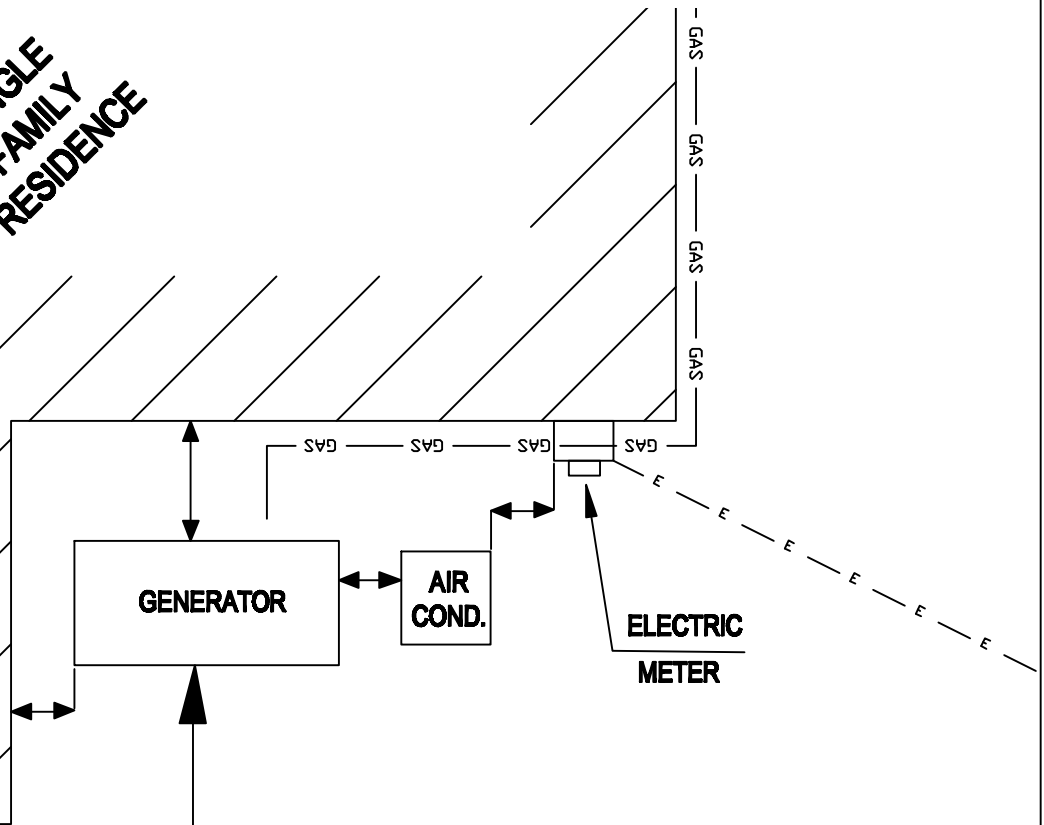
400 S. EAGLE NAPERVILLE, ILLINOIS 60540

PLAT OF SURVEY

Attachment # 2

LOT __ IN BLOCK __ IN __ AT NAPERVILLE UNIT __, BEING A SUBDIVISION OF PART OF THE
 QUARTER OF SECTION __, TOWNSHIP __ NORTH, RANGE __ EAST OF THE THIRD
 PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED __ AS
 DOCUMENT NO. R. - __ IN __ COUNTY, ILLINOIS.

**SINGLE
 FAMILY
 RESIDENCE**



PARTIAL SITE PLAN

GENERAL NOTES:

1. LOCATE GENERATOR, AC UNIT, AND GAS METER
2. PROVIDE ALL DIMENSIONS AS INDICATED
3. LOCATE GAS LINE FROM METER TO GENERATOR

(LOT DIMENSION)



CALL 811.
 BEFORE EXCAVATING
 1-800-882-0123

SAMPLE OF ENLARGED GENERATOR LOCATION PLAN

CHECKED:	DRAWN:
DRW	KAZ

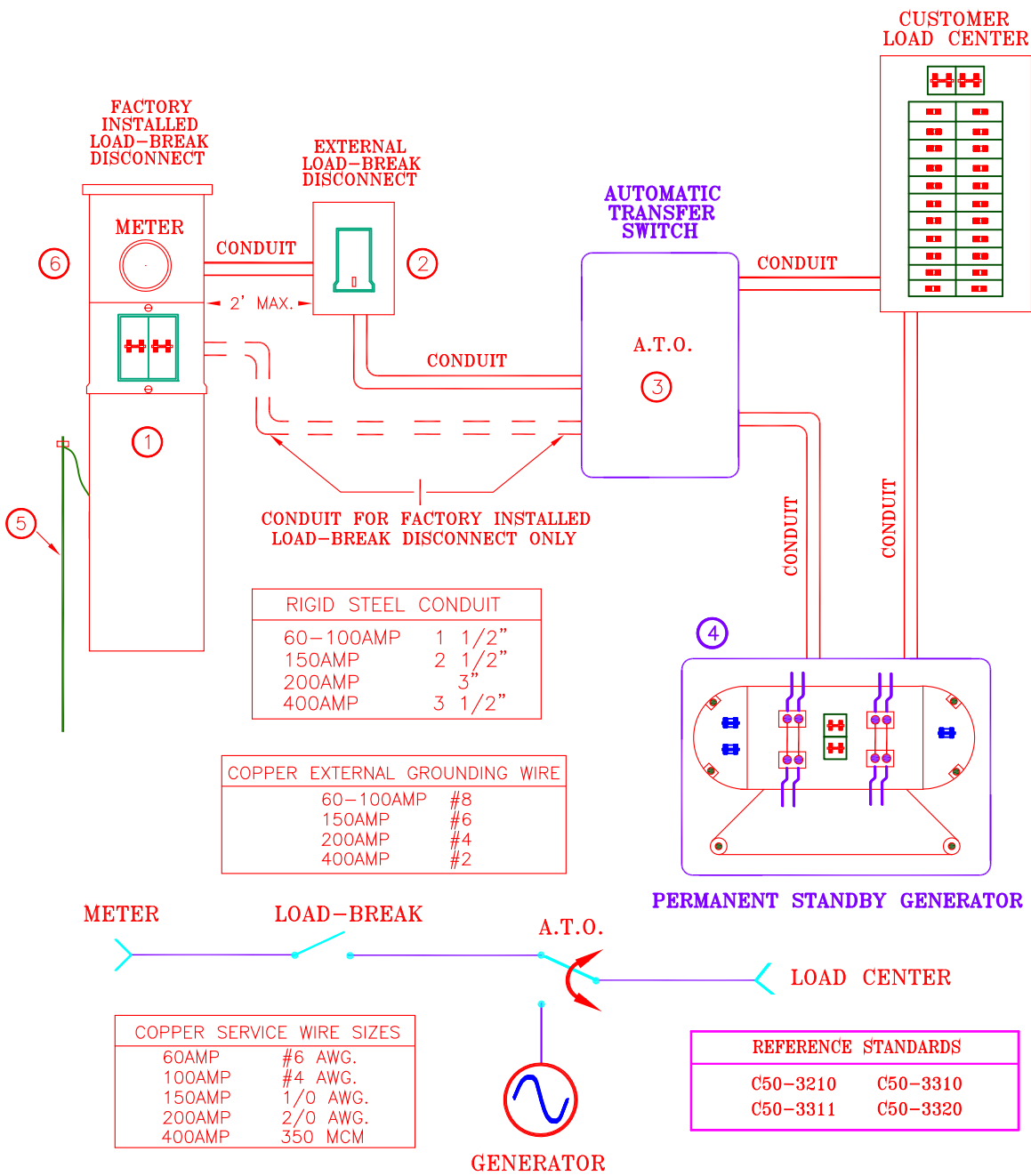


Naperville

TRANSPORTATION, ENGINEERING AND DEVELOPMENT
 BUSINESS GROUP
 400 S. EAGLE NAPERVILLE, ILLINOIS 60540

SCALE:	DATE:
NTS	02/03/2009

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CUSTOMER FURNISHES, INSTALLS, AND MAINTAINS

1. A METER TROUGH: A DEVICE THE METER PLUGS INTO WITH A REMOVABLE UPPER PROTECTIVE COVER.
2. EITHER OF THE FOLLOWING LOAD-BREAK DISCONNECTS: FACTORY INSTALLED BUILT INTO THE METER TROUGH, OR A STAND-ALONE TYPE DISCONNECT TO BE INSTALLED WITHIN 2' OF THE METER TROUGH ASSEMBLY. AS REQUIRED BY NATIONAL ELECTRIC CODE, NEC 230-70. CUSTOMER TO LABEL THE DISCONNECT SWITCH "GENERATOR DISCONNECT".
3. CUSTOMER TO INSTALL, AS A PACKAGE TO THE PERMANENT STANDBY GENERATOR, AN AUTOMATIC TRANSFER SWITCH (A.T.O.) IN COMPLIANCE WITH THE NATIONAL ELECTRIC CODE NEC 701-7 AND NEC 702-6.
4. PERMANENT STANDBY GENERATOR: A DEVICE WHICH REQUIRES A T.E.D. BUILDING PERMIT APPLICATION, APPROVAL OF SUCH INSTALLATION PRIOR TO ITS CONSTRUCTION, AND A POST-CONSTRUCTION INSPECTION.
5. A DRIVEN GROUND: A SAFETY CONNECTION TO PROVIDE AN ELECTRICAL PATH BETWEEN THE EQUIPMENT AND EARTH GROUND (8' X 5/8" COPPER CLAD GROUND ROD). SEE CHARTS ABOVE FOR PROPER GROUNDING WIRE SIZES.

NOTE: ALL EXTERNAL HARDWARE MUST BE 3/8" GALVANIZED OR STAINLESS STEEL (NO ZINC IS ALLOWED). THE CUSTOMERS INSTALLATION MUST ABIDE BY THE CITY OF NAPERVILLE SERVICE RULES AND POLICIES.

DPU-E FURNISHES, INSTALLS, AND MAINTAINS

6. METER: A DEVICE THAT MEASURES THE AMOUNT OF ELECTRICITY USED BY THE CUSTOMER.



CITY OF NAPERVILLE

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**APPLICATION FOR SECONDARY BUILDING PERMITS
(DECK / PATIO / GAZEBO / CENTRAL AIR / POOL, etc.)**

This is an application for a building permit. Three (3) photocopies of the legal PLAT OF SURVEY for the property in question are required prior to further consideration. These must be signed and sealed by an Illinois Land Surveyor.

PLEASE TYPE OR PRINT CLEARLY.

SUBDIVISION _____
UNIT NUMBER _____ LOT NUMBER _____
ADDRESS _____
ZIP CODE _____

GENERAL CONTRACTOR _____
ADDRESS _____
CITY _____ ST _____ ZIP _____
PHONE (____) _____

APPLICANT _____
ADDRESS _____
CITY _____ ST _____ ZIP _____
PHONE (____) _____
FAX (____) _____
E-MAIL ADDRESS _____

ELECTRICAL CONTRACTOR (if applicable):

ADDRESS _____
CITY _____ ST _____ ZIP _____
PHONE (____) _____
FAX (____) _____
NAPERVILLE REGISTRATION NUMBER _____

TYPE OF STRUCTURE:

DIMENSIONS OF STRUCTURE:
HEIGHT _____ WIDTH _____ LENGTH _____
ZONING OF PROPERTY _____
ESTIMATED COST OF WORK _____

PROJECT CONTACT PERSON: (Please print.)

PHONE (____) _____
FAX _____
E-MAIL ADDRESS _____

OWNER _____
ADDRESS _____
CITY _____ ST _____ ZIP _____
PHONE (____) _____
FAX (____) _____
E-MAIL ADDRESS _____

PLEASE FILL OUT REVERSE SIDE. >>>>>>>>

APPLICANT REPRESENTS: (Please check one.)

- a. Natural Person (Self) -- _____
- b. Corporation -- _____
- c. Land Trust/Trustee -- _____
- d. Trust/Trustee -- _____
- e. Partnership -- _____
- f. Joint Venture -- _____
- g. Other (describe) _____

If in your answer you checked b, c, d, e, f, or g, identify by name and address each person or entity who is a minimum 5% shareholder in the case of a corporation, a beneficiary in the case of a trust or land trust, a joint venture in the case of a joint venture, or who otherwise has a proprietary interest, interest in profits and losses or right to control such entity:

<u>Name</u>	<u>Address</u>	<u>Interest</u>
a. _____	_____	_____
b. _____	_____	_____
c. _____	_____	_____
d. _____	_____	_____

UNDER THE PENALTIES OF PERJURY AS PROVIDED BY LAW, THE UNDERSIGNED CERTIFIES THAT THE STATEMENTS SET FORTH IN THIS APPLICATION, PLANS, SPECIFICATIONS AND PLAT ARE TRUE AND CORRECT AND ARE IN ACCORDANCE WITH THE PROVISIONS AND REGULATIONS OF THE BUILDING CODE AND ALL OTHER CODES AND ORDINANCES OF NAPERVILLE APPLICABLE THERETO AND IN FORCE WHEN CONSTRUCTION IS COMMENCED. IF THE APPLICANT KNOWINGLY FALSIFIES ANY INFORMATION IN THIS APPLICATION, APPLICANT SHALL BE CONSIDERED IN VIOLATION OF SECTION 1-12-4 OF THE NAPERVILLE MUNICIPAL CODE AND SHALL BE FINED NOT LESS THAN FIFTY DOLLARS (\$50) NOR MORE THAN FIVE HUNDRED DOLLARS (\$500).

SIGNATURE OF APPLICANT _____ **DATE** _____

SIGNATURE OF OWNER/AGENT _____ **DATE** _____