



REQUIREMENTS FOR COMMERCIAL BACK-UP GENERATORS

Current as of December 3rd, 2020

DEFINITION: Back-up generators shall be permitted for use to supply power in the event of a power outage or for testing and maintenance purposes only. Generators shall be installed per manufacturer specifications and current California Building Codes. The following checklist is provided as a guide to expedite the electronic permit review process.

PROPERTY ADDRESS: _____

Please **initial** in the spaces provided or **write N/A** if the item is not applicable to your installation.

Please send this completed checklist and 1 set of plans containing the following information when submitting for your permit:

- _____ **1. SITE PLAN** - Site plans shall clearly identify setback distances to property lines and clearances to building openings and vents. Setback distances and clearances shall not be less than the 5' minimum setback. Please clearly indicate the location of the proposed generator(s) relative to any structures and clearly identify and label switches, gas lines, additional fuel tanks and any other details required for the proper installation of the generator on the site plan.
- _____ **2. ELECTRICAL** - Electrical line diagrams are required for electrical review and approval (follow NFPA 37). Drawings shall include all panel voltages/amperage, all conductor sizing/conduit sizing and load calculations. Please see page 3 to complete the Electrical Requirements checklist for residential generators prior to submitting your plans.
- _____ **3. STRUCTURAL** – Where required, please provide structural calculations based on the below criteria (please circle A or B):
- A. If the generator is 600 lbs. or less and ground mounted, please provide manufacturer's mounting specifications
 - B. If the generator is more than 600 lbs. and ground mounted, or more than 400 lbs. and not ground mounted, please provide engineered drawings/calculations for structural review and approval.
- _____ **4. SANITATION/SEPTIC APPROVALS** – All commercial generators shall have approval from the jurisdictional sanitary department or the Environmental Health Department (septic systems).
- _____ **5. MANUFACTURER'S INSTALLATION MANUAL** – Provide 1 copy of an unadulterated installation manual. This installation manual shall be provided to field inspectors at the time of inspections.



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6. PLANNING CONSIDERATIONS – It is the responsibility of the filer of this document to have the required Planning Department approval on the plans prior to their submittal. The current Planning Department approval requirements are as follows:

- A. **Unincorporated areas of Contra Costa County:** Required
- B. **City of Clayton:** Required
- C. **City of Hercules:** Required
- D. **Town of Moraga:** Required
- E. **City of Orinda:** Required
- F. **City of Lafayette:** Required

Some contracts cities may require a development plan.



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ELECTRICAL CHECKLIST: To streamline the electrical review process for generator permits, please verify that the items below are included in your submittal by **initialing each item.**

PROPERTY ADDRESS: _____

- _____ 1. Any modifications and/or alterations to listed and labeled electrical equipment **shall require** field evaluation by the UL Field Engineering Service agency
- _____ 2. Please provide a clear and labeled electrical line drawing showing all points of connection which shall also clearly indicate the type of connection, equipment used and any relocated existing loads
- _____ 3. Please provide a clear plumbing plan showing new gas piping type, sizing and connections which shall also include any additional above or below ground propane tanks
- _____ 4. Please provide all conduit, conductor, breaker sizing for associated loads and load calculations
- _____ 5. Please clearly show all new and relocated electrical equipment and conductors
- _____ 6. Please provide equipment cut sheets for the generator(s) and the transfer switch(es)
- _____ 7. Please provide clear drawings showing required labels for installation as required per the most current California Electrical Code (CEC)
- _____ 8. The installation shall meet all requirements set forth in the California Electrical Code, which shall include, but not be limited to, **ARTICLES 220, 445, 702 and 705**
- _____ 9. All required inspections shall be scheduled to include, but shall not be limited to, **301, 309, 402, and/or 120**
- _____ 10. Propane Tank/Diesel Fuel installations shall require Fire District Approval for final sign off

PLEASE READ AND INITIAL EACH ITEM BELOW:

_____ I HAVE VERIFIED THAT ALL INFORMATION IS CLEAR, CORRECT AND INCLUDED IN MY SUBMITTAL.

_____ I AGREE TO PROVIDE ONE ELECTRONIC FILE WHICH SHALL INCLUDE THE PLAN PAGES, MANUFACTURER'S SPECIFICATION SHEETS, INSTALLATION INSTRUCTIONS, STRUCTURAL INFORMATION, WHEN REQUIRED, AND ANY ADDITIONAL INFORMATION REQUIRED FOR THE PROPER INSTALLATION OF THE GENERATOR.

_____ IF I HAVE SUBMITTED DIGITAL PLANS, I AGREE TO PROVIDE ONE COPY OF THE MANUFACTURER'S SPECIFICATIONS AND ONE COPY OF THE REVIEWED AND APPROVED PLANS IN COLOR AND MINIMUM 11"X17" PAGE SIZE FOR THE FIELD INSPECTOR. I UNDERSTAND FAILURE TO PROVIDE PLANS IN THE ABOVE STATED FORMAT MAY RESULT IN A \$150.00 RE-INSPECTION FEE.

NAME: _____ **DATE:** _____

_____ **MY TYPED NAME IN THE ABOVE LINE SERVES AS MY ELECTRONIC SIGNATURE FOR THIS DOCUMENT**