



**CITY OF GENEVA
BUILDING DIVISION**
109 JAMES STREET
GENEVA, IL 60134
630/262.0280
630/262.0286 fax
www.geneva.il.us

Permanent Residential Emergency Generators

Revised 10/2/18

A building permit is required prior to installing a permanent residential emergency generator. The following are guidelines and comments for obtaining a generator permit.

Application and Drawing Procedures:

- An Application for permit is to be filled out and submitted to the Building Division.
- Current plat of survey showing to scale the exact location of the generator and any trenching that may be required for installation.
- The location of the generator must not encroach on any front, side or rear building set back lines per the applicable zoning district. Generators may only be placed in side and rear yards and under no circumstances shall it be any closer to a neighbor's house than the applicant's home.
- A copy of the manufacturer's installation instructions must be submitted with the application for permit.
- One line diagram of the electrical to include conduit size, conductor information and grounding/bonding.
- Provide verification from Nicor Gas that current gas service is sufficient for the new generator
- Permit fee is paid after review and approval of all required documents; you will be called when permit is ready to be picked up. Review time is usually 10 days after ALL required documents are received.

Fees: Residential emergency generator permit fee is based on project cost.

- \$50.00 plan review fee plus
- \$75.00 for the first \$1,000 of project cost plus
- \$10 per each thousand or portion of the project cost after the first \$1,000
- We accept cash, check (make payable to the City of Geneva) MC and Visa.

Re-inspection fee: \$75.00 to be paid prior to re-inspection if an inspection has failed.

General Comments:

- Installation shall meet all the requirements of the 2005 NEC, specifically Art: 702, NFPA 37 and the manufacturers installation instructions
- Air exhaust and intakes shall meet the requirements of the **manufacturer's installation instructions** in regards to the distance to building openings (i.e. windows and vents) and combustibles.
- Any trenching for gas or electric lines will require inspection prior to back fill.
- A minimum of 24-hour notice is required when scheduling any inspection.
- The only times a residential generator may be run for the purpose of the weekly test is Tuesdays at 10:00 AM and when a loss of electricity is experienced due to grid failure.

Inspections – Clarification and Details:

The following is a list of inspections that may be required for your project and the approximate amount of time it will take for the inspection.

- | | |
|--------------------------|--------|
| ✓ Trench (if applicable) | ½ hour |
| ✓ Final Inspection | ½ hour |

The following are general guidelines and details on the types of inspections that may be required for your project. For further clarification, please call our office and speak with one of our Building Inspectors.

Final:

- ✓ Check for combustible gas leaks.
- ✓ Confirm that the generator is installed according to all applicable codes and manufacturer's guidelines.
- ✓ Zoning setback requirements.
- ✓ Confirmation of gas metering size.

Building Codes:

The following are the Building Codes the City of Geneva has adopted.

- City of Geneva Municipal Code
- 2009 Int'l Building Code w/amendments
- 2015 Int'l Mechanical Code
- 2005 Nat'l Electrical Code
- 2014 State Plumbing Code
- 2015 Int'l Residential Code w/amendments
- 2009 Int'l Fire Code w/amendments
- 2015 Int'l Energy Conservation Code
- 2015 Int'l Swimming Pool and Spa Code w/amendments
- 2015 Int'l Fuel and Gas Code w/amendments

Homeowner – Contractor Responsibilities:

- It is the responsibility of the homeowner/contractor to schedule with the required inspections. The required inspections are indicated on the Plan Review form, which is attached to your permit and the Field Copy of drawings. When calling to schedule an inspection, please have the address and permit number available.
- Inspections shall be canceled a minimum of 24 hours before the scheduled time.



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For Office Use Only

PERMIT NUMBER _____

BIN NUMBER _____

APPLICATION FOR PERMIT

PROJECT ADDRESS

APPLICANT

Check here if applicant is property owner

Name _____

Address _____
City State Zip

Email _____ Phone _____

PROPERTY OWNER

Name _____

Address _____
City State Zip

Email _____ Phone _____

CONTRACTOR

Name _____

Address _____
City State Zip

Email _____ Phone _____

Roofing License _____ Plumbing License _____

BUILDING TYPE

- Residential
- Commercial
- Other

TYPE OF WORK - GENERAL

- Change of Tenant
- Remodel
- New construction
- Addition
- Demolition
- Other

TYPE OF WORK - SPECIFIC (Check all that apply)

- Driveway/Parking
- Sidewalk
- Basement/Attic
- Kitchen/Bath
- Replace Windows
- Roof/Siding
- Sign/Awning
- Irrigation System
- Fence
- Patio
- Shed
- Deck
- Electric
- Plumbing
- HVAC
- Other

DESCRIPTION OF WORK

Applications will not be accepted without supporting documentation, attach additional sheets and submit plans/drawings, plat of survey, etc. as needed to illustrate proposed work

HISTORIC PRESERVATION

Is subject property located in the Historic District or a Historic Landmark? Historic Preservation Commission review is required for exterior improvements.

Yes No

ZONING

What zoning district is the property located in? _____

Is the use permitted at this location? Yes No

Is a variance needed? Yes No

PROJECT COST

What is the estimated project cost? _____

I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OR THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD; THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AND TO SCHEDULE ALL NECESSARY INSPECTIONS AS AN AGENT, AND THAT I AGREE TO CONFORM TO ALL APPLICABLE CODES, LAWS, AND ORDINANCES OF THE CITY OF GENEVA.

Signature _____

Date _____

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FEES

ROUTING

Building Permit Fee _____
 Fire Department Fee _____
 Plumbing Fee _____
 Public Works Fee _____
 Tree Preservation Fee _____

Engineering _____
 Fire _____
 Electric _____
 City Engineer _____

Historic Preservation _____
 Tree Preservation Review _____
 Planning/Zoning _____
 First Inspection Services _____

TOTAL FEES _____