

**DELAWARE COUNTY  
APPLICATION FOR GENERATOR PERMIT**

7/23/24

Date \_\_\_\_\_ Permit Number \_\_\_\_\_

Property Address \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_ Parcel # \_\_\_\_\_

City/Village \_\_\_\_\_ Zip \_\_\_\_\_ Township \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Current Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email \_\_\_\_\_

**Site Contact:** \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_

**Email** \_\_\_\_\_

Description of work to be done \_\_\_\_\_

Construction Cost \$ \_\_\_\_\_

**Electrical (indicate number of items/units):** \_\_\_\_\_ Generator (altered elec. service)

\_\_\_\_\_ Sub panel (other than transfer switch panel) \_\_\_\_\_ Generator (no altered elec. service)

Other \_\_\_\_\_

**Gas (indicate number of items/units):** \_\_\_\_\_ Generator

Other (indicate) \_\_\_\_\_

Certification: I hereby certify that the proposed work is authorized by the owner of record, and that I have been authorized by the owner to make this application as his authorized agent and agree to conform to the regulations and all applicable codes and laws of the State of Ohio and the County of Delaware, including the Department of Building Safety Virtual Inspection Program.

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Print or type name here

\_\_\_\_\_  
Date

Phone: (\_\_\_\_) \_\_\_\_\_

All submittals must be submitted electronically to [residential@co.delaware.oh.us](mailto:residential@co.delaware.oh.us). All required items MUST be submitted at the time of application. Packets that are missing required documentation WILL NOT be accepted by Delaware County Building Safety.

**Site Plan and equipment locations:**

Provide site plan that shows location of generator along with all associated equipment locations. Provide dimensions away from surroundings, including structure, property lines, landscaping and any surrounding obstacles.

**1.) Required electrical information:**

**Generator information:**

Provide equipment installation instructions for generator and transfer switch

Type of system: Emergency  Legally required standby  Optional standby  Residential

KW rating of generator \_\_\_\_\_

Generator output voltage \_\_\_\_\_ / Amperage output \_\_\_\_\_

Type of transfer switch: Automatic  or Manual

Does automatic transfer employ load management? Yes  or No

Provide calculated load to be controlled by generator \_\_\_\_\_ Amps/kw

Is transfer switch going to be used as service equipment? Yes  or No

**Wiring Diagrams**

Provide wiring diagram of circuit including wire size and types

**2.) Required HVAC Information:**

**Generator specifications**

Provide manufacturer's installation instructions and specifications

**Fuel gas**

Fuel type: Natural  L.P.  Diesel  Other

BTU usage of generator \_\_\_\_\_

Total BTU usage of building (including generator) \_\_\_\_\_

Maximum BTU capacity of natural gas meter/regulator \_\_\_\_\_ or Maximum capacity of LP regulator \_\_\_\_\_

Length of new gas line run to generator \_\_\_\_\_ ft.

Diameter of new gas line \_\_\_\_\_ in.

Gas line type: Black Pipe  CSST  Plastic  Copper

Gas line pressure \_\_\_\_\_ Lbs or in. of water column

## **Frequent generator installation problems**

### **Electrical:**

- 1) Signage to meet requirements of NEC (National Electrical Code) 700.7 (A&B), 701.7 (A&B), 702.7 (A&B)
- 2) Trenches to be inspected before covered per NEC 300.5
- 3) All exterior wiring must be listed for use per 310.10 (C)

### **HVAC:**

The natural gas meter provided, may not have the capacity to handle a generator along with the appliances already installed.

The gas line installation is undersized due to gas line diameter, length of run or gas pressure.

## **Fees (Residential)**

**Application Fee** - \$25

**Plan Review** - \$35

**Gas** - fee type: Gas piping alteration - \$50; this fee covers one trip; a partial inspection fee will be applied if multiple trips are involved (this does not include re-inspections).

**Electrical** - fee type: Generator - \$75; this fee covers one trip; a partial inspection fee \* will be applied if multiple trips are involved (this does not include re-inspections). The fee does not include other electrical installations being performed in conjunction with the generator installation (i.e. sub panel, lighting, receptacles, etc). If additional electrical installations are proposed, such installations shall be indicated on the application and fees will be assessed accordingly.

**State of Ohio Fee** – All fees assessed to permits are subject to a 1% State of Ohio fee.

## **Fees (Commercial)**

**Application Fee** - \$25

**Plan Review** - \$75

**Gas** - fee type: Generator - \$75; this fee covers one trip; a partial inspection fee will be applied if multiple trips are involved (this does not include re-inspections).

**Electrical** - fee type: Generator - \$100 (permanent), \$75 (portable); this fee covers one trip; a partial inspection fee \* will be applied if multiple trips are involved (this does not include re-inspections). The fee does not include other electrical installations being performed in conjunction with the generator installation (i.e. sub panel, lighting, receptacles, etc). If additional electrical installations are proposed, such installations shall be indicated on the application and fees will be assessed accordingly.

**State of Ohio Fee** – All fees assessed to permits are subject to a 3% State of Ohio fee.

**Special Instructions if service is altered:**

- 1) It is very important to coordinate the date and time with the utility company, the Delaware County Department of Building Safety electrical inspector and the contractor performing the work.**
- 2) Call the electrical inspector performing the inspection between 7:45 and 8:15 the morning of the inspection to confirm time.**

**\* Partial inspection fee: \$75.00 plus 1% or 3%**