


<p><b>PERMIT #</b> _____</p> <p><b>GENERATOR PERMIT APPLICATION</b></p> <p><b>An on-site meeting is required BEFORE this Permit is issued!</b></p>	 <p><b>CITY OF WESTLAKE BUILDING DEPARTMENT 27700 HILLIARD BLVD. WESTLAKE, OHIO 44145 PHONE (440) 617-4105 FAX (440) 617-4144</b></p>	<p style="text-align: right;"><b>OFFICE USE ONLY</b></p> <p><b>APPROVED BY:</b> _____</p> <p><b>DATE APPROVED:</b> _____</p> <p><b>DATE ISSUED:</b> _____</p> <p>GENERATOR PERMITS are no charge ELECTRICAL &amp; PLUMBING permits and fees are required GENERATOR MUST BE DRAWN ON A TOPO SHOWING LOCATION</p>
<p><i>The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.</i></p>		
<p><b>NAME:</b> _____</p> <p><b>ADDRESS:</b> _____</p> <p><b>PHONE:</b> _____</p> <p><b>APPLICATION DATE:</b> _____</p> <p><b>COST OF GENERATOR:</b> _____</p>	<p style="text-align: center;"><b>CONTRACTOR/INSTALLER INFORMATION</b></p> <p><b>COMPANY NAME:</b> _____</p> <p><b>REGISTRATION NUMBER:</b> _____</p> <p><b>CONTACT PERSON:</b> _____</p> <p><b>CONTACT PHONE:</b> _____</p>	

Provide size & type of all wiring to ATS and new & existing panels

Is this a corner lot? Yes No (Choose one)

Location of Generator (in feet) from Side yard: \_\_\_\_\_

Location of Generator (in feet) from Rear Lot Line: \_\_\_\_\_

Location of Generator (in feet) from front building line: \_\_\_\_\_

KW of Generator Unit: \_\_\_\_\_

Is unit Air Cooled or Water Cooled? (Circle one)

Make & Model Number of Generator Unit: \_\_\_\_\_

Generator may be located in the side yard of a lot providing such unit shall be no closer than 20' from the front building line, 20' from the rear lot line, 10' from the side lot line and is not visible from the street on which the lot fronts, notwithstanding any provision herein, in the case of a corner lot, such unit shall not be located in either the front yard or the side yard facing the street (Ord. 2008-60 passed 2-19-09)

1. Follow 2019 Residential Code of Ohio
2. Follow 2017 National Electrical Code
3. Follow manufacturer installation instructions
4. Size of gas line is per 2019 RCO
5. Paint exposed metal gas line
6. 3# pressure test is required for gas line
7. Installation of a carbon monoxide detector is required (section 315.2)
8. Verify size of meter with gas supplier

*Homeowner is responsible for checking with their homeowner's association for their rules and guidelines*

\*Revised 12-2-2021



**BUILDING DEPARTMENT**

27700 Hilliard Blvd. Phone 440.871.3300  
Westlake, OH 44145 Fax 440.617.4144

**RESIDENTIAL BACK UP GENERATOR APPLICATION REQUIREMENTS**

**PERMIT APPLICATION CHECKLIST:**

- 1. Complete the Generator Permit Application
- 2. Provide a plan showing:
  - Location of the generator (A topo is required. The building department can provide a copy if available).
  - Distances from side and rear lot line & front building line.
  - Location of windows, basement windows, doors, air intakes, air conditioner unit, decks, fences, and structures- - include **trees, shrubs & plants within 5 feet.**
  - Provide a complete set of manufacturer installation instructions, **with required clearances.**
  - Specifications for size and type of all wiring to ATS and new & existing panels.
  - After application is submitted, the applicant **must** set up a **mandatory on site** meeting with City Inspector.
  - An Electrical residential permit application is required.
  - A Plumbing Permit is required.

**Both the required Electrical and Plumbing Permits must be issued prior to requesting the underground and rough Electrical and Plumbing Inspections**

- 3. Contact Columbia Gas Customer Service for correct meter size to handle load of all appliances - 1-800-344-4077

**PERMIT FEES:**

Building: No Charge

Electric: \$50.00 Base + \$25.00 Generator + 1% BBS\*

Plumbing: \$50.00 Base + .02 Linear Feet of Gas Line + 1% BBS\*

\*BBS = Board of Building Standards – State of Ohio receives 1% of Permit Fee Charged

**ALLOW APPROXIMATELY 2 WEEKS LEAD TIME FOR APPROVAL**

REVISED 10-23-18

**Contractors are responsible to call in EACH required inspection.**

**REQUIRED INSPECTION STEPS AFTER APPROVAL:**

1. Electrical Underground Inspection [If applicable]
  - a. All conduits shall be placed a minimum of 18" below grade.
  - b. Call for Electrical Underground Inspection before back filling.
2. Gas Pipe Underground Inspection [If applicable]
  - a. A 3 lb. minimum pressure test with a 15 lb. gauge maximum is required before backfilling gas line.
  - b. All gas piping shall be placed a minimum of 12" below grade.
  - c. A Tracer Wire 18 AWG minimum is required to be placed in trench along all plastic underground piping.
  - d. Plastic gas piping shall be sleeved under a slab. Install riser kits per the manufacturer's installation instructions.
3. Final Generator Inspection
4. Final Electrical Inspection- Requires the electrician of record to be present to remove generator, panel and transfer switch covers and start generator and inspect interior electrical panel.
5. Final Gas Line Inspection-
  - a. Paint any exposed metal gas piping.
  - b. A 3 lb. minimum air test with a 15 lb. maximum gauge is required on all gas piping installed.
  - c. Carbon Monoxide Detector, which is required, needs to be verified and tested on final Inspection.

PERMIT # \_\_\_\_\_

# RESIDENTIAL ELECTRICAL PERMIT APPLICATION

SECTION 1305



**CITY OF WESTLAKE  
BUILDING DEPARTMENT  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145  
PHONE (440) 617-4105  
FAX (440) 617-4144**

### OFFICE USE ONLY

**BUILDING APPROVAL:** \_\_\_\_\_  
**DATE APPROVED:** \_\_\_\_\_  
**ELECTRICAL PERMIT BASE FEE** \$ 50.00  
**NEW CONSTRUCTION & ADDITIONS** \$ 0.050 PER SQ. FT.  
**REMODEL OF EXISTING AREA** \$ 0.025 PER SQ. FT.  
**Fee based on above Sq. Ft.** \$ \_\_\_\_\_  
**PER DEVICE FEE when Applicable:** \$ \_\_\_\_\_  
**1% B.B.S FEE:** \$ \_\_\_\_\_  
**TOTAL PERMIT FEE:** \$ \_\_\_\_\_

*Print ALL information in ink. Applicant to complete all parts. Incomplete applications will delay permit processing. The Westlake Building Department does not enforce deed restrictions, covenants, or subdivision regulations.*

### PROPERTY/OWNER INFORMATION (REQUIRED INFORMATION)

**NAME:** \_\_\_\_\_  
**JOB ADDRESS:** \_\_\_\_\_  
**PHONE:** \_\_\_\_\_  
**ALTERNATE PHONE:** \_\_\_\_\_  
**OWNER ADDRESS:** \_\_\_\_\_

### CONTRACTOR / OWNER / AGENT INFORMATION

To be completed and signed (at bottom of page) by person performing work

**NAME:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**CONTACT PHONE:** \_\_\_\_\_  
**CELL PHONE:** \_\_\_\_\_  
**REGISTRATION NUMBER (if applicable):** \_\_\_\_\_

### COMPLETE THIS BOX FOR EXISTING HOMES ONLY, MINOR ADDITIONS (Less than 500 sq. ft.) & OLD WORK

Existing Home? \_\_\_\_\_ Existing Service Size \_\_\_\_\_ Ampacity of New Load \_\_\_\_\_ Is New Service Required? \_\_\_\_\_  
Describe work to be performed, i.e., Panel change, adding lighting or receptacles, include total count of each item being added: \_\_\_\_\_

### FOR NEW HOMES AND ADDITIONS GREATER THAN 500 SQ. FT. CONTINUE WITH CALCULATIONS

- (1) General Lighting Load (Table 220-12) \_\_\_\_\_ Square foot X 3 va = \_\_\_\_\_ va
- (2) Small Appliance Load ( 220-52 A ) \_\_\_\_\_ Circuits X 1,500 va = \_\_\_\_\_ va
- (3) Laundry Load ( 220-52 B ) \_\_\_\_\_ Circuits X 1,500 va = \_\_\_\_\_ va
- (4) ADD LINE 1, 2, 3 LIGHTING, SMALL APPLIANCE AND LAUNDRY LOADS = \_\_\_\_\_ va
- (5) First 3,000 va X 100% = 3,000 va
- (6) SUBTRACT 3,000 from LINE 4 = \_\_\_\_\_ Remaining va X 35% = \_\_\_\_\_ va
- (7) ADD LINES 5 & 6 TOTAL LIGHTING, APPLIANCE AND LAUNDRY LOADS = \_\_\_\_\_ va

#### LARGE APPLIANCE LOADS:

#### QTY

- (8) ELECTRIC RANGE ( 220-55 ) \_\_\_\_\_ X \_\_\_\_\_ VA X 80 % = \_\_\_\_\_ VA
- (9) ELECTRIC DRYER (TABLE 220-54) \_\_\_\_\_ X \_\_\_\_\_ VA X 100 % = \_\_\_\_\_ VA
- (10) ELECTRIC HOT WATER HEATER \_\_\_\_\_ X \_\_\_\_\_ VA X 75 % = \_\_\_\_\_ VA
- (11) DISHWASHER \_\_\_\_\_ X \_\_\_\_\_ VA X 75 % = \_\_\_\_\_ VA
- (12) DISPOSAL \_\_\_\_\_ X \_\_\_\_\_ VA X 75 % = \_\_\_\_\_ VA
- (13) ELECTRIC HEATING UNIT (ARTICLE 220-51) \_\_\_\_\_ X \_\_\_\_\_ VA X 100 % = \_\_\_\_\_ VA
- (14) AIR CONDITIONING UNIT (ARTICLE 220-82 C) \_\_\_\_\_ X \_\_\_\_\_ VA X 100 % = \_\_\_\_\_ VA
- (15) HEAT PUMP \_\_\_\_\_ X \_\_\_\_\_ VA X 100 % = \_\_\_\_\_ VA
- (16) GAS FURNACE MOTOR \_\_\_\_\_ X \_\_\_\_\_ VA X \_\_\_\_\_ % = \_\_\_\_\_ VA
- (17) OTHER LARGE APPLIANCES \_\_\_\_\_ X \_\_\_\_\_ VA X \_\_\_\_\_ % = \_\_\_\_\_ VA
- (18) OTHER LARGE APPLIANCES \_\_\_\_\_ X \_\_\_\_\_ VA X \_\_\_\_\_ % = \_\_\_\_\_ VA
- (19) SUMP PUMP \_\_\_\_\_ X \_\_\_\_\_ VA X 100 % = \_\_\_\_\_ VA

- (20) ADD LINES 8 - 19 TOTAL LARGE APPLIANCE LOADS = \_\_\_\_\_ va
- (21) ADD LINES 7 & 20 FOR TOTAL COMBINED LOADS = \_\_\_\_\_ va

Convert TOTAL VA to AMPERES: TOTAL VA (LINE 21)  
(22) 240 Volt TOTAL LOAD IN AMPARES = \* \_\_\_\_\_ AMPS

**IF OVER 200 Amps:** Take the First 200 Amps (FROM LINE 22) X 100% = 200 Amps

(23) Subtract 200 AMPS from LINE 22 = \_\_\_\_\_ X 70 % = \_\_\_\_\_

(24) First 200 AMPS PLUS LINE 23 = \_\_\_\_\_ TOTAL AMPS

PHASE CONDUCTOR SIZE & TYPE \_\_\_\_\_ NEUTRAL CONDUCTOR SIZE \_\_\_\_\_ SERVICE SIZE \_\_\_\_\_

SIGNATURE OF PERSON PERFORMING WORK: \_\_\_\_\_ EMAIL: \_\_\_\_\_ DATE: \_\_\_\_\_

**IMPORTANT NOTICE TO HOMEOWNERS:** IF YOU OBTAIN THIS PERMIT ON BEHALF OF A CONTRACTOR YOU ARE LIABLE FOR ALL WORK INCLUDING VIOLATIONS OR UNCOMPLETED WORK. CONTRACTORS MUST BE CURRENTLY REGISTERED.  
**IMPORTANT NOTICE TO CONTRACTORS:** FAILURE TO CALL FOR INSPECTIONS MAY RESULT IN LOSS OF REGISTRATION.

PERMIT # \_\_\_\_\_

**PLUMBING  
PERMIT  
APPLICATION**

Codified Ordinance 1315.05



**CITY OF WESTLAKE  
BUILDING DEPARTMENT  
27700 HILLIARD BLVD.  
WESTLAKE, OHIO 44145  
PHONE (440) 617-4105  
FAX (440) 617-4144**

DATE: \_\_\_\_\_

**CO DETECTOR IS REQUIRED  
FOR ALL FUEL FIRED  
APPLIANCES PER RCO**

**INSTALLATION LOCATION**

**CUSTOMER'S NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**UNIT #:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_

**CONTRACTOR INFORMATION**

**COMPANY NAME:** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_

**CONTACT:** \_\_\_\_\_

**ADDITIONS/REMODELS/NEW CONSTRUCTION: PLEASE CALL FOR PERMIT FEE**

<b>BASE FEE</b>	<b>\$ 50.00 RESIDENTIAL \$100.00 COMMERCIAL</b>	
<b>BATHTUB</b>	<b>\$ 1.00 EACH</b>	
<b>DISHWASHER</b>	<b>\$ 1.00 EACH</b>	
<b>DISPOSAL</b>	<b>\$ 1.00 EACH</b>	
<b>DRAINS - FLOOR</b>	<b>\$ 1.00 EACH</b>	
<b>HOT WATER HEATER</b>	<b>\$ 5.00 EACH</b>	
<b>LAUNDRY TRAY</b>	<b>\$ 1.00 EACH</b>	
<b>SEWER</b>	<b>\$ .10 PER FOOT</b>	
<b>SHOWER</b>	<b>\$ 1.00 EACH</b>	
<b>SINK</b>	<b>\$ 1.00 EACH</b>	
<b>SUMP PUMP</b>	<b>\$ 5.00 EACH</b>	
<b>TOILET</b>	<b>\$ 1.00 EACH</b>	
<b>U/G GAS, WATER, HYDRAULIC LINES</b>	<b>\$ .02 PER FOOT</b>	
<b>Minor OBC Permit</b>	<b>\$ 50.00</b>	
<b>B.B.S.</b>	<b>1% RESIDENTIAL                      3% COMMERCIAL</b>	
	<b>TOTAL PERMIT FEE</b>	

**NOTE: ANY EXTERIOR SANITARY/STORM LINE REPAIRS OR INSTALLATIONS  
NEED ENGINEERING DEPARTMENT PERMIT (440)617-4145**