

# BACKUP GENERATOR PERMIT APPLICATION CHECKLIST



City of Dallas

## APPLICATION CHECKLIST AND REQUIRED PLANS/DOCUMENTS

By checking each requirement, you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually discarded. A new application, the original application, complete plans and a new checklist will be required for re-submittal for plan review. This re-submittal will be treated as a new application and will be processed in the order of receipt.

This checklist is applicable to the original installation of a backup generator for locations other than one- and two-family residential. For one- and two-family residential, backup generators cannot be located in a required side yard or easements. It is recommended that you consult with City building inspection staff if you have any questions.

- 1. Completed "Building Inspection Application".
- 2. Location of proposed on-site generator:
  - For exterior locations: Scaled and dimensioned site plan indicating property lines, buildings, easements, etc.; if proposed to be located in parking areas, then provide a parking analysis.
  - For interior locations: Scaled and dimensioned floor plan showing location of proposed backup generator, labeling of surrounding spaces and any fire separations.
- 3. Is the generator located inside a building or structure?
  - Yes; a building code plan review is required.
  - No; no building code plan review is required.
- 4. List on the plans the fuel type proposed for the proposed backup generator (including integral storage tanks):
  - Gasoline storage: \_\_\_\_\_ gallons; if in excess of 10 gallons, a Flammable Liquid Permit is required.
  - Diesel storage: \_\_\_\_\_ gallons; if in excess of 60 gallons, a Flammable Liquid Permit is required.
  - Propane storage: storage of any amount requires a Flammable Liquid Permit.
  - Natural gas storage: no Flammable Liquid Permit required, but a separate plumbing permit is required.
- 5. An electrical plan review is required. Provide one-line electrical drawings, load analysis, generator and transfer equipment specs, and tank component and specs.

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I, \_\_\_\_\_ have read the above information and acknowledge that all required documents have been provided.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please note that staff cannot accept incomplete applications or illegible construction documents.**