



City of Carmel-by-the-Sea Building
Safety Division
Guidance Document

24-07 Back-Up Generator Submittal Requirements

In order to process and expedite your request for a Generator permit application, submit the items listed below. Please confirm plan content by **checking** the appropriate boxes and **signing** below. ***Incomplete submittals will not be accepted for review.*** We do not accept submittals by mail or courier, only electronic submittals are accepted through our web portal or in person via thumb drive. Physical plans are not accepted.

The permit may only be issued to the property owner, a class B General Contractor or separately to a properly licensed C10 Electrical contractor and C36 Plumbing contractor. Separate permits are required for electrical and gas piping work.

1. General – Submittal Requirements

- Signature on all pages by design professional(s)
- Name, title, registration number, address, email and telephone number of applicable design professional(s)
- Planning department approval is required prior to approval of the building permit application.

2. Stand Alone Generator Requirements

- Cover sheet** shall include, name, address, assessor parcel # (APN), contact information of the property owner and the contractor including license type & license number. General information about the system being installed, including the brand, size of backup loads, transfer switch... Also list the 2022 California Building Code (CBC), 2022 California Electrical Code (CEC), 2022 California Residential Code (CRC), 2022 Fire Code (CFC), 2020 National Electric Code (NEC) & City of Carmel by the Sea Municipal Code (CMC).
- Site plan**, shall show a North arrow, all property lines, significant trees, building footprint, building setbacks, generator setbacks (see Table 17.10-A of the Carmel Municipal Code, all existing & proposed utility locations, street & driveway location. Include the proposed electrical and gas pipe locations, main electric panel location, transfer switch location and location of any associated electrical equipment with the working space clearances. Also be sure to show the proposed location of the generator and details of any sound enclosure or sound screening.
- Floor plan**, showing room locations, window & door locations including emergency escape locations. Be sure to show the generator separation distance from windows and doors entering the dwelling unit.
- Electrical single line diagram**, show the main service panel size, conduit type & size, conductor type & size, generator brand & model #, generator kW output, shut down location. Transfer switch brand, model, type and location. Manual transfer equipment shall have adequate capacity to supply all the equipment intended to be used at one time. *If the electrical system is separately energized with photovoltaic panels (solar) the electrical line diagram shall detail the wiring and interconnection of the PV system with the standby generator system.*
- Disconnecting Means and Emergency Shutdown**, show a minimum of one readily accessible disconnect that can be locked in the open position and located within 50' of the equipment being served per CEC 445.18(A) & 110.25. Additionally a prime mover emergency shut down is required for generators larger than 15kW's consistent with 445.18(B)

- **Electrical load calculation**, which demonstrates the back-up power load does not exceed the capacity of the generator. Automatic transfer witch (ATS) shall be capable of supplying the full load that is transferred, or the system shall be designed with load management per CEC 702.4
- **Gas Piping Schematic**, that includes pipe size, pipe material and gas demand calculation, per CPC 1208.4.2 and confirms piping is properly sized. Also add a note on the plan that states “a gas pressure test is required prior to backfill”
- **Electrical Conduit and Gas Pipe Separation**, is required. Include a note on the plans that states “gas piping and electrical conduit require a minimum burial depth of 18” with 12” separation from each other and require inspection prior to backfill”
- **Placard Requirements**, this sign is required for all installations.
 - (1) A permanent directory sign shall be installed at the main service indicating the type an location of the on-site generator per CEC 702.07, 705.10, 11021(B).
 - (2) The following sign is required on non-separately derived systems-Where removal of a grounding or bonding connection in normal power source equipment interrupts the grounding electrode conductor connection to the alternate power source(s) grounded conductor, a warning sign per CEC 702.7(B) shall be installed at the normal power source equipment stating:

WARNING

SHOCK HAZARD EXISTS IF GROUNGING

ELECTRODE CONDUCTOR OR BONDING JUMPER

CONNECTION IN THIS EQUIPMENT IS REMOVED

WHILE ALTERNATE SOURCE(S) IS ENERGIZED
 - (3) All signage shall be made of material that is suitable for the environment where they are installed per CEC 110.21 (A)(1) and 110.21(B)(3)
- **Sound Test**, shall be required prior to final inspection. Include a note on the plan that states “ a third party sound test is required to confirm (less than) > 60 Db at property lines, or no more than 3dB above ambient per City of Carmel Municipal Code 17.28.020, a sound enclosure or screen may be required to ensure decibel limit is achieved”
- **Two (2) Digital Photographs** of the Main Service Panel- (1) with the panel “dead front” cover installed (2) with the “dead front” cover removed
NOTE: Panel boards and load centers that appear compromised, modified, missing identification labels or are known to be hazardous will be required to be replaced. If a new main service panel is proposed, a licensed electrical contractor is required to replace the main service panel. Zinsco & Federal Pacific panel boards are required to be replaced.
- **Provide documentation of all proposed equipment**, include equipment type, listing, testing agency approvals, equipment installation guideline, cut sheets, etc. of all proposed equipment.

* Please be aware Smoke and Carbon Monoxide Alarm inspection or affidavit verification will be required at Final Inspection per CRC Section R315 and CBC 907.2.10.5.2

I have read the above information and have submitted all the required information.

Signature: _____ Print: _____ Date: ___/___/___
Staff Use Only- Application # _____ Received By _____ Date: ___/___/___

