



**GENERATOR PERMIT APPLICATION**  
**CITY of CAPE GIRARDEAU**

DEVELOPMENT SERVICES DEPARTMENT, 401 INDEPENDENCE ST, CAPE GIRARDEAU, MO 63703 (573) 339-6327

Mark ALL that apply:      **Critical Operating System**      **Emergency System**      **Legally Required**      **Optional Standby System**

**Project Title**

**Property Address/Location**

**Project Description**

**Generator Manufacturer**

Generator Size	KW	AMPS	VOLTS	PHASE
Building Electric Service Size	Amps	Volts	Phase	
Gas Piping Size	BTUs	dbA Rating		

**Transfer Switch Manufacturer**

Switch Size	Amps	Volts	Phase	Automatic	Manual
Separately Derived System	Yes	No	Load Management System	Yes	No

**Property Owner**

Mailing Address

City, State, Zip

Telephone

Fax

Email

**Electrical Contractor**

Mailing Address

City, State, Zip

Telephone

Fax

Email

**CERTIFICATION**

I CERTIFY THAT I AM THE OWNER IN FEE OR AGENT AUTHORIZED TO APPLY FOR THIS GENERATOR PERMIT. I UNDERSTAND THAT THE SUBMITTAL OF INCOMPLETE PLANS OR FAILURE TO COMPLETE THIS APPLICATION IN ITS ENTIRETY MAY RESULT IN THE DELAY OF PLAN REVIEW AND PERMIT APPROVAL. SEPARATE PERMITS ARE REQUIRED FOR ANY MECHANICAL, PLUMBING OR STRUCTURE REQUIRED. I HAVE READ THE APPLICATION AND INFORMATION SHEET AND I FULLY COMPREHEND THE INFORMATION I AM REQUIRED TO SUBMIT FOR PLAN REVIEW.

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

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Owner/Agent Printed Name

**OFFICE USE ONLY**

Date Received \_\_\_\_\_ Munis App # \_\_\_\_\_

GEN- \_\_\_\_\_

# CITY OF CAPE GIRARDEAU GENERATOR PERMIT APPLICATION INFORMATION SHEET

Please read this information sheet in its entirety.

Development Services recently launched digital plan review. To take advantage of this service, email your completed application form to [eplans@cityofcape.org](mailto:eplans@cityofcape.org); include a list of consultants who need view access to this project (name, company and email address). You will receive email notification to upload the supporting documentation. No paper submittal is required, but one set of plans will need to be printed after approval for the jobsite. For more information, visit [www.cityofcape.org/eplans](http://www.cityofcape.org/eplans). There is no additional fee for digital plan review.

If you choose to submit by paper, submit the following items to the Development Services Department for review. If you choose to submit digitally, only one digital version of each item is required. Vector-based PDFs are preferred:

1. Flood plain development permit application.
2. Grading permit application.
3. A completed generator permit application form.
4. Two copies of a site plan for residential, three (3) copies for commercial, drawn to scale showing the location of all easements, set back distances, adjacent streets, drainage facilities, adjacent grades, property lines, north arrow, driveway and sidewalks and location of generator, transfer equipment, fuel lines. Distance of generator from structure, any openings surrounding generator such as windows doors, intakes or vents. Also include the distance of generator to openings.
5. Two complete sets of detailed plans drawn to scale detailing compliance with the following codes, if applicable:
  - a. Cape Girardeau Zoning Ordinance
  - b. City of Cape Girardeau Ordinance No. 4702, dated June 1, 2015, adopting the following codes:

2015 International Residential Code	2015 International Mechanical Code
2015 International Plumbing Code	2015 International Fuel Gas Code
2009 International Energy Conservation Code	2014 National Electrical Code
6. One copy approved generator application from Ameren Missouri.
7. Generator and transfer switch equipment manufacturer's documentation including listings and ratings.

The plans shall be drawn on standard sheets of paper, i.e. 18x24 inch minimum. Plans for commercial projects shall be designed, signed and sealed by a licensed design professional. Plans for single-family and duplex projects are not required to be professionally drawn, but shall be legible enough to clearly indicate the intent of the designer. Provide as much information and detail as necessary to clearly show what you propose to do. All information that will provide for a better understanding of your plans is important.

The submittal is subject to a minimum of five (5) business days for review. **Plan Review will not begin before the completed generator permit application form is submitted.**

Generator plans that are submitted for review are required to be complete. Complete plans shall include, but are not limited to the following: **NON-RESIDENTIAL PLANS REQUIRE AN ENGINEERED DESIGN.**

1. An electrical one line diagram displaying the following items:
  - a. Sizes and types of raceways used, above and below ground. Underground raceways shall meet minimum depth requirements per NEC 2014 table 300.5.
  - b. Sizes and types of conductors used, including insulation type.
  - c. Sizes and types of overcurrent devices used, including temperature rating of terminals.
  - d. Location of all electrical service equipment and transfer switch. (Permanent signs shall be placed at all service equipment detailing locations and type of backup power used, per NEC 2014 700.7, 701.7, and 702.7.)
  - e. Grounding and bonding details, including manufacturer's requirements.
2. Distance of generator from structure.
3. Any openings surrounding generator such as windows, doors, intakes or vents. Also include the distance of generator to openings.
4. Locations and types of all fuel lines and fuel tanks, above and below ground.
5. Type of fuel source used for generator such as natural gas, diesel or propane.
6. Generator anchoring detail.

**A start up test is required at the time of final inspection and MUST be observed by the Code Inspector.**