



**OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT**

E-mail: permits@wbr council.org
Phone: (225) 336-2434

Generator Permit Initial Requirements

WBR Permit Office is able to assist with the information in blue.
*Properties within city/town of Port Allen, Brusly, Addis limits
require **Initiation Forms** signed by their designee.*

\$60

- Generator Permit Application-** Form OCPD #004gen (Page 3)
 - **Contractors** listed on the application must be **state licensed** and **registered** with WBR Parish. (Each contractor must fill out their separate permit.)
Electrical Contractor: _____ State License #: _____
Plumbing Contractor: _____ State License #: _____
- Electrical Load Data Information** of structure (Page 5- Form OCPD #004eGEN)
 - Where ATS is used the standby source shall be capable of supplying the full load or calculated load that is transferred by the ATS equipment, or have a load management system as per the NEC 2008 702.5 (2) (a) (b). Panel schedules required with all load calculations submitted.
- Submit a copy of the **Manufacturers Specifications** for the ATS/Load Management System.
 - All work must meet the 2011 NEC requirements in article 700, 701 & 702.
- Approved Plat of Property**
 - Obtained from **WBR Clerk of Court** at **(225) 383-0378** (*inside courthouse*)
- Submit **Generator Plot Plan** of property drawn to scale (Page 4) showing the following:
 - Generator **location** and **measurements** from **structures** and **property lines**.
 - Generators must have **5' clearance** from any doors, windows, vents, other openings to the residence and property lines, unless the manufacturer requires more.
 - Generators must be **18' away** from residence, unless the manufacturer requires more.
 - Slab should be made of non-combustible material minimum **4" thick**.
- Flood Zone:** _____
 - Generators must be installed at or above BFE.
 - If in a Flood Zone A or AE, Certificate of Elevation is required.
- Contact West Baton Rouge Utilities Dept. @ (225) 336-2406 for a **gas meter install or upgrade**.
 - **If within the City Limits of Port Allen**, please contact **City Hall utilities for install or upgrade**.
 - Proof of install, upgrade or approval from Utilities Dept. is needed before a permit can be issued.

By signing this form, you are stating that you understand the above requirements and have submitted the appropriate documentation.

Applicant's Signature

Print Name



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Required Inspections Checklist

Inspections will be failed if these procedures are not followed.

Each **re-inspection** will result in a **\$10.00 fee**.

Call (225) 336-2434 to schedule inspections.

A 24-hour notice is required.

Prior to Inspection:

- Contact Entergy one (1) week prior to installation day to schedule a disconnect/reconnect.
- Contact our office with the day and time once scheduled.

Note- All gas piping underground must be **polyethylene** or **coated** and visible for inspection.

Inspections

1	GENERATOR ROUGH-IN <ul style="list-style-type: none">• A WBR inspector must be present during the disconnect. <i>If the disconnect/re-connect is performed without a WBR inspector on site, a \$60 fine will be charged and the rough-in inspection will be failed.</i>• This inspection should be called in once generator is ready for power outage.• <u>INSPECTOR WILL CHECK:</u><ul style="list-style-type: none">○ Setbacks○ Electrical inside generator○ Mounted transfer switch○ Any piping ran must be left visible• This test of the generator will need to be conducted to make sure that the system will run correctly with all loads.• Once this test has been completed, the permit for power restoration will be sent in to Entergy or Pointe Coupee Electric.
2	GENERATOR FINAL INSPECTION <ul style="list-style-type: none">• <i>Per Article 700.3 (A) of the 2011 NEC: "Conduct or Witness Test. The authority having jurisdiction shall conduct or witness a test of the complete system upon installation and periodically afterward."</i>

Generator Plot Plan

REAR PROPERTY LINE

LEFT PROPERTY LINE



RIGHT PROPERTY LINE

FRONT PROPERTY LINE

Draw house and generator, include measurements to each structure located on the property and to each property line. Put "N/A" in the box below if not applicable.

From FRONT property line	
From REAR property line	
From RIGHT property line	
From LEFT property line	
From HOME	
From GAS METER	
From <u>closest</u> opening(s) of home (A/C, window, door, etc.)	
Other:	
Other:	



Electrical Load Data Information Sheet

Form OCPD #004eGEN

APPLICANT NAME:	CONTRACTOR:
PHONE #:	EMAIL:
OWNER/ DEVELOPER NAME:	
SERVICE ADDRESS:	
CITY/STATE/ZIP:	

Electric Service Data

SERVICE REQUEST TYPE: NEW CONSTRUCTION EXISTING ELECTRIC OVERHEAD CONVERSION GENERATOR

NUMBER OF METERS AT THIS ADDRESS: _____ UNIT LABELING: _____
(i.e. Suites 300-308, Apts. 101-130, Units 1)

ANTICIPATED SERVICE DATE: _____

ELECTRIC SERVICE TYPE: OVERHEAD UNDERGROUND

COMMERCIAL ONLY	TEMPORARY ELECTRIC SERVICE: <input type="checkbox"/> YES <input type="checkbox"/> NO
	NEED DATE: _____

FACILITY HAS A TOTAL OF _____ SQ-FT. OF FLOOR AREA ON _____ FLOORS OF WHICH _____ SQ-FT. ARE AREA COMFORT CONDITIONED.

BASEMENT/ATTIC/OTHER LIVING SPACE NOT INCLUDED ABOVE: NO YES (_____ SQ-FT. FINISHED, _____ SQ-FT. UNFINISHED)

FACILITY HEATED WITH: GAS ELECTRIC FACILITY HAS _____ TONS OF COOLING CAPACITY USING _____ UNIT(S).

SERVICE ENTRANCE PIPE SIZE: _____ INCHES

Voltage and Load Data

PHASE/VOLTAGE: 1~~ø~~-120/240 3~~ø~~- 120/240 DELTA 3~~ø~~- 120/208 WYE 3~~ø~~- 277/480 WYE OTHER _____

	SINGLE Ø	THREE Ø	COMMENTS
LIGHTS	KW	KW	
COOKING	KW	KW	
HEATING	KW	KW	
A/C (HEAT PUMP)	KW	KW	
REFRIGERATION	KW	KW	
WATER HEATING	KW	KW	
MOTORS	KW	KW	
RECEPTACLES	KW	KW	
MISCELLANEOUS	KW	KW	
TOTAL CONNECTED	KW	KW	
EXISTING PEAK LOAD	KW	KW	
TOTAL DIVERSIFIED	KW	KW	

ALL-ELECTRIC FACILITY? YES NO

DATA FOR THE LARGEST MOTOR

HP: _____	VOLTAGE: _____	PHASE: _____	(TYPE REDUCED START) <input type="checkbox"/> PART WINDING: (RATIO _____ - _____)
FLA: _____	LRA: _____		<input type="checkbox"/> WYE-DELTA <input type="checkbox"/> AUTOTRANSFORMER (TAP SETTING _____%)
			<input type="checkbox"/> SOLID STATE (RAMP SETTING % CURRENT LIMIT _____%)
			<input type="checkbox"/> OTHER, DESCRIBE: _____

REDUCED VOLTAGE STARTING: NO YES (LIST TYPE IF YES)

RESPONSIBLE PARTY (SIGN BELOW)

SUBMITTED BY:	PRINT NAME:
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GENERATOR ELECTRICAL PERMIT APPLICATION

Owner of Property:	Project Address:	
Phone #:	City/Zip:	
Tenant Name:	City/Zip:	
Phone #:	Circle One: <input type="checkbox"/> Pointe Coupee <input type="checkbox"/> Entergy	Account #

CONTRACTOR INFORMATION

Company Name:	Phone #:	
Approximate Cost of Proposed Work:	E-mail:	
Authorized Signature:	Date:	WBR Registration #:
Circle One: Residential Commercial Mobile Home	Circle One: New Remodel Addition	

NOTE: All work shall be readily accessible for inspection(s) by the Building Official or his designee. This form offers no deviation or exclusion from permitting procedures and policies, local ordinances or code adoption by the Parish.

WORK CANNOT START until this permit is in possession and is posted on the job site as per local ordinance.

ITEMS TABLE CALCULATIONS OF PERMIT FEE

Code	Item	Qty	Fee	Total	Code	Item	Qty	Fee	Total
E01	Transformer		\$16.00		E20	Correct wiring <i>(change out, upgrade or relocate service)</i>		\$20.00	
E02	Line – underground <i>(per foot)</i>		\$0.13		E21	Circuit Branch		\$3.00	
E03	Service <= 60 amps		\$8.00		E22	Circuit – Feeder		\$6.00	
E04	Service <= 100 amps		\$12.00		E23	Motor < 1 HP <i>(Fraction)</i>		\$3.00	
E05	Service <= 200 amps		\$14.00		E24	Motor, 1-2 HP		\$6.00	
E06	Service <= 400 amps		\$16.00		E25	Motor, 3-5 HP		\$8.00	
E07	Service <= 600 amps		\$18.00		E26	Motor, 7.5-10 HP		\$10.00	
E08	Service <= 800 amps		\$20.00		E27	Motor, 15-25 HP		\$12.00	
E09	Service <= 1000 amps		\$22.00		E28	Motor, 30-100 HP		\$16.00	
E10	Service <= 1200 amps		\$24.00		E29	Motor, 150-200 HP		\$20.00	
E11	Service <= 1400 amps		\$26.00		E30	Motor, 250+ HP		\$24.00	
E12	Service <= 1600 amps		\$30.00		E31	Swimming Pool		\$20.00	
E13	Service <= 1800 amps		\$34.00		E32	Generator	1	\$40.00	\$0.00
E14	Service <= 2000 amps		\$38.00		E33	Solar Panel Installation		\$75.00	
E15	Service <= 2400 amps		\$42.00		E34	Temporary Cut-In		\$20.00	
E16	Service <= 2500 amps		\$46.00		E35	Re-inspection Residential each		\$10.00	
E17	Commercial – Temp Building		\$20.00		E36	Re-inspection Commercial each		\$25.00	
E18	Mobile Home – Residential*		\$10.00		E27	After-Hour Inspection		\$100.00	
E19	Temporary Meter		\$20.00		E38	Minimum Fee		\$20.00	

***GENERATOR PERMIT FEE COVERS THE ELECTRICAL PERMIT COSTS.**

FOR OCPD STAFF

Associated Permit #



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GENERATOR PLUMBING PERMIT APPLICATION (Form OCPD#004g)

Owner of Property:	Phone #:
Project Address:	City/State:

CONTRACTOR INFORMATION

Company Name:	Phone #:	
Approximate Cost of Proposed Work:	Email:	
Authorized Signature: _____	Date: _____	WBR Registration #: _____

Circle One: Residential Commercial Mobile Home Circle One: New Remodel Addition

NOTICE: Any person who performs plumbing work as defined by the Louisiana Plumbing Law, R.S. 1377, shall possess a licensed issued by the Louisiana State Plumbing Board. A master plumber shall properly designate his employing entity to the board. Any questions concerning compliance shall be addressed to the board.

NOTE: All work shall be readily accessible for inspection(s) by the Building Official or his designee. This form offers no deviation or exclusion from permitting procedures and policies, local ordinances or code adoption by the Parish.

WORK CANNOT START until permit is in possession site as per local ordinance.

ITEMS TABLE CALCULATIONS OF PERMIT FEE

Code	Item	Qty	Fee	Total
P01	Fixture <= 100**		\$6.00	
P02	Fixtures over the first 100**		\$5.00	
P03	Fire Extinguishing Systems		\$40.00	
P04	Lawn Sprinkler System		\$20.00	
P05	Swimming Pool		\$40.00	
P06	Commercial – Temp Building		\$20.00	
P07	Grease Trap		\$20.00	
P08	Generator	1	\$20.00	\$0.00
P09	Solar Water Heater		\$20.00	
P10	Reinspection – Commercial – each		\$25.00	
P11	Reinspection – Residential – each		\$10.00	
P12	Minimum Fee		\$20.00	

****NOTE:** "Fixtures" include, but are not limited to, those items installed for: bathtubs, hot water heaters, lavatories, showers, sinks, water closets/toilets, hose bibs, washing machines, air conditioner drains, gas lines, sewer lines, urinals, floor drains, drinking fountains, service sinks, dishwashers, garbage disposals, roof drains and bidets.

***GENERATOR PERMIT FEE COVERS THE PLUMBING PERMIT COSTS.**

FOR OCPD STAFF

Associated Permit #
