



2019 CALIFORNIA BUILDING STANDARDS CODE OF REGULATIONS TITLE 24

Residential Portable Generator Transfer Switch Checklist

The following items are required for a complete submittal.

- The interconnection of a portable generator shall be accomplished through the installation of permanently installed transfer equipment in compliance with Article 702 of the California Electric Code (CEC). The back-feeding of electrical outlets without a permanently installed transfer switch is not permitted.
Manual transfer equipment shall have adequate capacity to supply all the equipment intended to be used at one time.
Transfer equipment and associated power inlets shall be suitable for the intended use and be UL listed.

YES

- Is this a digital submittal? To avoid delay, please use the attached Document Naming Conventions

Plans and Documents Required:

- Completed Building Permit Application
2 complete sets of electrical plans with ALL the information detailed below (minimum size 11" x 17"), only 1 if digital
2 copies of spec sheets for the transfer switch, only 1 if digital

Site Plan / Cover Sheet:

- Owner's name / site address / contact information
Designer's name / address / signature, project scope, and statement of conformance with applicable 2019 CA codes
Identify existing structures and proposed generator equipment location
Provide amperage size and location of main service panels, sub panels, junction boxes, disconnects, receptacle, transfer switch, or any other associated electrical equipment

Electrical Plans:

- Owner's name / site address / contact information
Designer's name / address / signature, project scope, and statement of conformance with applicable 2019 CA codes
Brand, model, and specifications of the transfer switch to be utilized
Identify the location of all new and existing electrical equipment (main panels, sub panels, disconnects, etc.)
Electrical diagram clearly showing proposed wiring methods, conductor / conduit size and types, panel size / rating, and all associated disconnects, junction boxes and applicable information
Identify if PV Solar is present in the electrical system. If yes, the electrical diagram shall detail the wiring and interconnection of the PV system.

SEE REVERSE FOR GENERATOR SIGNAGE REQUIREMENTS

I understand applications for building permits will be reviewed for plan completeness.
An incomplete submittal package may be returned, and additional fees assessed, for subsequent reviews.

ADDRESS: APN #:

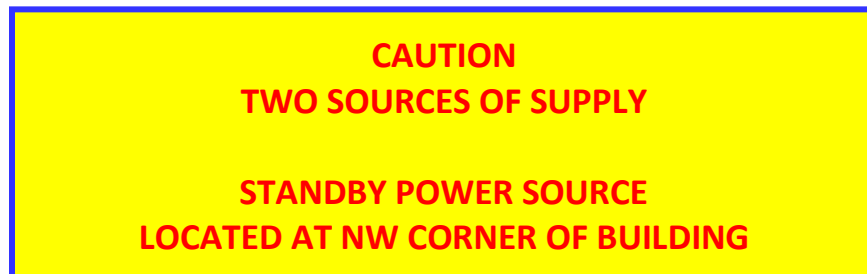
SIGNATURE: DATE:

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Signage for Optional Standby Systems (CEC 702.7):

- A sign shall be placed at the service entrance equipment that indicates the type and location of each on site optional standby power source per CEC 702.7. The sign shall be a permanent label with contrasting background/lettering, not handwritten and weather resistant per 110.21
- A sign shall be placed at the service entrance that indicates the type and location of each on site optional standby power source.

Example of appropriate signage:



Power Inlets:

- Power inlets shall have a sign placed near the inlet to indicate the type of derived system. The sign shall display one of the following warnings:



OR



NOTE:

- Most portable generator manufacturers ship their generators as a non-separately derived (floating neutral) system. If you are unsure of whether your generator has a bonded or floating neutral, contact the manufacturer or a licensed professional to ensure the safe wiring of your system.



Document Naming Conventions

Specific naming conventions are required to facilitate the electronic document submittal process. Failure to adhere to the naming format may result in requests for corrections to the application packets and delays in processing.

Do not apply any security setting which will interfere with approval markups and file combining.

If a permit number has not been assigned, please use "BLD22" instead of the permit number (BLD22-01234)

Plan sheets	File Naming Conventions
Plans (shall include all sheets indicated on the submittal requirement checklist in one file)	BLD22-01234_JONES_PLANS

Associated Documents	File Naming Conventions
Construction Waste Management Plan	BLD22-01234_JONES_CWM
Fire Sprinkler Plans	BLD22-01234_JONES_FS PLANS
Fire Sprinkler supporting documents	BLD22-01234_JONES_FS INFO
Solar PV System	BLD22-01234_JONES_PV
Solar PV supporting documents	BLD22-01234_JONES_PV INFO
Special Inspection Agreement	BLD22-01234_JONES_SPECIAL INSPECTION
Structural Calculations	BLD22-01234_JONES_STRUCTURAL CALCS
Title 24 documents	BLD22-01234_JONES_ENERGY CALCS
Truss Calculations	BLD22-01234_JONES_TRUSS CALCS

Correction and Revision documents shall follow the naming conventions above followed by Corrections "COR" or Revision "REV" numbering each submittal accordingly. See examples below:

- **Corrections** are required by the County
 - BLD22-01234_JONES_COR1_ENERGY CALCS
 - BLD22-01234_JONES_COR2_ENERGY CALCS

- **Revisions** are requested by the applicant
 - BLD22-01234_JONES_REV1_ENERGY CALCS
 - BLD22-01234_JONES_REV2_ENERGY CALCS

A new plan set is required for each re-submittal, if a slip sheet is necessary, it is the applicant's responsibility to insert the sheet into the plan set accordingly at the time of submittal.

At permit issuance, the applicant will be provided with the approved PDF documents with "_APPROVED" added to each file name.