

## BUILDING DEPARTMENT PERMIT PROCEDURES



# GENERATOR REQUIREMENTS

All contractors and subcontractors doing business in the Village of Hawthorn Woods must be registered with the Village. The term “contractor” and “subcontractor” shall include, but not be limited to; any homeowner or company who undertakes to construct, alter, improve, install, repair, remodel, rehabilitate, renovate or move any land, house, building or other structure, of any kind or nature, (whether residential or not) any fixture or other item that is located on or in the ground and/or attached to something that is located on or in the ground.

The Village of Hawthorn Woods requires that a permit be obtained prior to the installation of a generator, which is subject to the following requirements below. Permit submissions will be accepted either electronically or on paper.

### **REQUIREMENTS**

- Generators shall be Underwriters Laboratory listed and approved.
- Generators shall be placed on stable concrete or fiberglass pad rated for its weight.
- Submit site plan showing placement of generator in relation to home and adjacent property line.
- Installation shall be in compliance with the National 2020 Electrical Code and local utility company guidelines for natural gas piping.

### **CHECKLIST FOR OBTAINING A BUILDING PERMIT**

The following information is required to obtain a building permit. Incomplete or inaccurate information will delay the processing of your permit.

- Obtain contractor/subcontractor registration through the Village
- Complete building permit application, and proposal/scope of work
- Plat of survey identifying location of the generator in relation to property line
- Plan detailing wiring and gas connection to home.

## **INSPECTIONS**

- Final Electric
- Gas Piping (if applicable)

To schedule an inspection 24 hours in advance, please contact the Building Department by 3:30pm Monday - Friday at either: 847.847.3586 or 847.847.3537. Our walk in business hours are Monday- Friday, 8am - 4pm. Note: There will be a re-inspection fee if the inspector is unable to provide approval and must perform another inspection. Re-inspection fees will be deducted from the refundable bond.

The information in this handout is intended to be general in nature and is not a substitute for applicable Village codes or ordinances. Please visit our website at [www.vhw.org](http://www.vhw.org) and review our **current building regulations located in section 8-1-1**, prior to construction.