



GENERATOR PERMITS

Permit and Inspection Fees: The permit and inspection fees shall be paid to the Town before the issuance of a permit and before any work is started. No work shall commence prior to permit issuance. Fees shall not be collected prior to permit approval.

- [Residential Permit Application](#)
- [Commercial Permit Application](#)
- [Current Fee Schedule](#)
- All plans shall be submitted in a digital PDF format. Please email permits@prospertx.gov with the completed application and documents.
- Provide a completed application along with a site drawing or survey of the property and the location for the generator equipment to be placed. Show the location of the existing gas meter and electrical meter for the house.
- Provide a copy of the manufacturer installation instructions for the generator and transfer switch.
- Provide a one line electrical diagram showing the electrical service size, transfer switch size and rating, and sizing of conductors.
- If generator is to be located indoors or has storage tanks, additional information about the fuel type will be required.

General Information

- **Standard working hours** are between 7:00 a.m. to 7:00 p.m. Monday through Friday, Saturday 7:00 a.m. to 5:00 p.m. and Sunday 12:00 p.m. through 5:00 p.m.
- **Inspection Requests & Cancellations** - All inspections shall be requested through e- TRAKiT by 7:00 a.m. the day of. Cancellations must be made by 8:00 a.m. on the day of the inspection. The inspection will not be cancelled if the inspector has already been to the job site.

Typical Requirements:

- Building final inspection will be required. If the meter has been pulled and the utility provider is wanting an electric release, please also schedule an electrical release inspection. A representative will need to be on site at the time of the inspection to remove covers off panels for the inspector.
- Plumbing rough inspection will be required if installing new gas line. A test on the line will be required.
- Generator will be required to be screened from the public street if it is in front of the fence on the property. A living screen of two shrubs is allowed.