

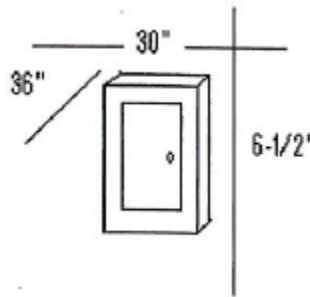
**GENERAL INSTRUCTIONS FOR ELECTRICAL SERVICE UPGRADE PERMIT**

**Need to submit:**

1. Building permit application filled out completely, including cost of job with labor & materials (pg 4).
2. Electrical upgrade worksheet filled out completely (page 3)
3. Copy of contract.

**Requirements:**

1. The key requirements listed below are for the upgrade of the electrical service for residential structures. The requirements are not limited to these items and all electrical work shall meet the requirements of the 2020 National Electric Code and all local amendments.
2. All exterior mounting of service equipment shall meet minimum clearances as required by the 2020 National Electric Code and all local amendments.
3. Service panels require the following clearances:
  - a. A minimum of 36 inches horizontal clear work space extending outward from the service panel.
  - b. A minimum of 30 inches horizontal clear work space with the service panel located within those 30 inches.
  - c. A minimum of 6 feet 6 inches vertical clearance with no other equipment installed above the service panel.



- d. No breakers or disconnects shall be installed greater than 6 feet 7 inches above the floor surface.
  - e. Sump pits or ejector pits shall not encroach into the required clear work space.
4. Required grounding and bonding.
    - a. Minimum of an 8 foot ground rod shall be installed near the service entrance connected to the grounding terminal of the meter cabinet and service panel.
    - b. Supplemental ground required from the service panel to the service side of the water supply piping.
    - c. A bonding wire is required on water piping at each side of the water meter and between the structure's water piping and any gas piping in the structure.



**BUILDING & PERMITS DEPARTMENT**

100 Parkers Mill • Oswego, IL. 60543 • (630) 554-2310

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5. A GFCI protected outlet is required to be installed in the basement area within 25 feet of the furnace and hot water heater.
6. All new or replacement wiring or circuits are required to be installed in metal conduit.
7. All circuits and circuit modifications shall be legibly identified as to the purpose or use on a circuit directory located on the face or inside the door of the enclosure.

**Note to applicant:** Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



**ELECTRICAL SERVICE UPGRADE WORKSHEET**

1. Location of the new service: \_\_\_\_\_

2. The existing service entrance cable is: **OVERHEAD** or **UNDERGROUND**

3. Is a new service entrance cable being installed by the utility company? **YES** or **NO**

4. Size of service to be installed: \_\_\_\_\_ amp. (Minimum 100 amp)

5. Size and type of wire to be installed from the meter socket to the service panel:

**Wire size:** \_\_\_\_\_ **Wire type:** \_\_\_\_\_

6. Panel manufacturer and total number of circuit breakers the panel can hold:

**Manufacturer:** \_\_\_\_\_ **# of breakers:** \_\_\_\_\_

7. Total number of circuits to be installed in the new service panel: \_\_\_\_\_

8. Distance from the meter socket to the service panel: \_\_\_\_\_ **feet**

(Note: A service disconnect is required if the distance is greater than 5 feet.)

9. Any additional branch circuits to be installed or replaced? **YES** or **NO**

**IF YES**, describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. Any additional details of the proposed electrical additions or changes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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RECEIVED \_\_\_\_\_  
 ENTERED \_\_\_\_\_  
 APPROVED \_\_\_\_\_  
 CONTRACTOR REG. \_\_\_\_\_  
 COMPLETE \_\_\_\_\_

# Building Permit Application

Permit No. \_\_\_\_\_

<b>CUSTOMER/OWNER INFORMATION</b>	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
<b>CONTRACTOR INFORMATION</b>	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

**Approximate Construction Cost (Including Labor): \$** \_\_\_\_\_  
 \*\*\*All permit applications require supplementary documents for each permit request\*\*\*

<b>EXISTING &amp; NEW STRUCTURE REQUESTS</b>	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	<b>CHICKEN COOP &amp; TENT</b>	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
<b>COMMERCIAL &amp; NEW HOME REQUESTS</b>	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	<b>Square Footage of All Areas</b>	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ <b>Total</b> _____
	<b><u>New Residential Only</u></b> No. of Bedrooms _____ No. of Baths _____	<b><u>New Construction Only</u></b> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____ _____	

**Certificate:**

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

Permit Approved By: \_\_\_\_\_ Date: \_\_\_\_\_