



601 S. GRAND AVE.
 HOUSTON, MO. 65483
 PHONE: 417-967-3348 FAX: 417-967-4252
 Website: houstonmo.org

ELECTRIC GENERATOR PERMIT PERMIT #: _____

_____, (herein called "Applicant") and
 _____ (herein called "Applicant's Contractor")
 request permission to perform the following described work within City of Houston at _____
 _____. The work to be performed in accordance with Houston
 policies and the General Provisions and Conditions as stated on the reverse side of the permit
 application. Description and dimensions of the work are as follows: (Attach copy of plans)

The Applicant and the Applicant's Contractor agree to comply with the General Provisions and General
 Conditions as stated on the reverse side of this permit as well as the following Special Provisions.
 The Contractor shall complete the work and clean up all mud and/or debris from public streets,
 sidewalks, sewers, etc. to the satisfaction of the City Electric Department Superintendent.
 Applicant does hereby save harmless and indemnifies the City of Houston on account of damage to
 persons or property occurring by reason of any such work.

_____	_____
(Applicant)	(Applicant's Contractor)
_____	_____
(Applicant Signature)	(Applicant's Contractor's Signature)
_____	_____
(Address)	(Address)
_____	_____
(City, State, Zip Code)	(City, State, Zip Code)
_____	_____
(Telephone Number)	(Telephone Number)

Permit issued by: _____ Date Issued: _____ Date Expires: _____

_____ Inspection Verification of Completion:
 (City Administrator)
 Inspector: _____ Date: _____

REFER TO THE BACK OF THIS FORM FOR GENERAL PROVISIONS AND CONDITIONS.

GENERAL PROVISIONS

IT IS THE POLICY OF THE CITY OF HOUSTON, IN RECOGNITION OF THE NEED FOR SOME ELECTRIC CUSTOMERS TO HAVE AN ALTERNATE SOURCE OF EMERGENCY POWER SEPARATE FROM THE CITY THAT SUCH FACILITIES BE ALLOWED UNDER THE FOLLOWING RULES AND REGULATIONS.

A. REQUIRE ALL NON-CITY SOURCES OF POWER THAT INTERCONNECT WITH THE CITY SYSTEM TO HAVE A MEANS OF DISCONNECTION THAT WILL PROTECT THE CUSTOMERS AND EMPLOYEES OF THE CITY AND THE CITY'S SYSTEM, AND

B. THIS POLICY SHALL APPLY FOR CUSTOMERS THAT INTEND TO USE THEIR GENERATION SOLELY FOR THEIR EMERGENCY, OR BACK-UP POWER REQUIREMENTS.

QUALIFICATION REQUIREMENTS:

PRIOR TO INTERCONNECTION, THE CUSTOMER SHALL PROVIDE THE CITY WITH SUFFICIENT INFORMATION TO PERMIT THE CITY TO DETERMINE WHETHER THE PROPOSED FACILITY MEETS THE QUALIFICATION REQUIREMENTS SET FORTH IN THIS POLICY. IF, IN THE CITY'S OPINION, THE PROPOSED FACILITY DOES NOT MEET THE BASIC QUALIFICATIONS, THE CITY SHALL PROVIDE THE CUSTOMER WITH A WRITTEN EXPLANATION OF THE REASONS FOR ITS POSITION.

IF, IN THE OPINION OF THE CITY, THE CUSTOMER SHALL FAIL TO CONFORM TO THESE RULES AND REGULATIONS INCLUDING SUBSEQUENT OPERATION OF THEIR GENERATING FACILITIES IN A NON-QUALIFYING MANNER, THE CITY MAY REQUIRE IBE CUSTOMER TO DISCONNECT THE GENERATING FACILITIES FROM THE CITY'S SYSTEM. IN THE EVENT THE CUSTOMER FAILS TO IMMEDIATELY COMPLY WITH A DISCONNECT NOTICE, THE CITY RESERVES THE RIGHT TO MAKE SUCH DISCONNECTION WITHOUT NOTICE, INCLUDING THE DISCONNECTION OF ELECTRIC SERVICE IF NECESSARY.

PRIOR TO THE INSTALLATION OF THE GENERATING FACILITY, THE CUSTOMER SHALL SUBMIT THEIR PLANS TO THE CITY FOR ITS REVIEW TO ASSURE COMPLIANCE WITH THESE RULES AND REGULATIONS. A BUILDING PERMIT AUTHORIZING INTERCONNECTION SHALL BE GRANTED BY THE CITY ONLY AFTER DEMONSTRATION OF COMPLIANCE WITH THESE RULES AND REGULATIONS. GRANTING OF THE PERMIT TO INSTALL THE FACILITIES SHALL NOT RELIEVE THE CUSTOMER FROM THE RESPONSIBILITY OF INSTALLING, OPERATING AND MAINTAINING THE FACILITIES IN A SATISFACTORY AND SAFE MANNER.

PRIOR TO INTERCONNECTION, THE CUSTOMER SHALL NOTIFY THE CITY AND THE CITY SHALL INSPECT THE FACILITIES FOR COMPLIANCE WITH THESE RULES AND REGULATIONS. INTERCONNECTION MAY BE MADE ONLY AFTER WRITTEN APPROVAL BY THE CITY INSPECTOR.

EMPLOYEES OF THE CITY ELECTRIC DEPARTMENT HAVE THE RIGHT TO ENTER UPON CUSTOMER'S PROPERTY AT ANY REASONABLE TIME TO ENSURE CONTINUED COMPLIANCE WITH THESE RULES AND REGULATIONS.

IN ORDER TO PROVIDE ADEQUATE SAFETY TO THE CITY'S EMPLOYEES WHEN PERFORMING CERTAIN OPERATION AND MAINTENANCE ON THE CITY'S SYSTEM, IT IS ESSENTIAL THAT A MEANS BE AVAILABLE TO POSITIVELY DISCONNECT THE FACILITIES FROM THE SYSTEM SUCH THAT THERE IS NO POSSIBILITY THAT THE FACILITIES COULD FEED THROUGH THE SERVICE TRANSFORMER AND ENERGIZE THE PRIMARY SYSTEM. CONSEQUENTLY, THE CUSTOMER SHALL FURNISH AND INSTALL AN UNDERWRITER'S LABRATORY (UL) APPROVED DISCONNECT SWITCH WHICH SHALL BE LOCATED BETWEEN THE CUSTOMER'S FACILITIES AUTOMATIC DISCONNECT DEVICE AND THE CITY'S SYSTEM. THE SWITCH SHALL HAVE A VISUAL OPENING AS PART OF THE SYSTEM. THE CORRECT SIZING OF GENERATION TO LOAD IS THE RESPONSIBILITY OF THE CUSTOMER. THE DISCONNECT SWITCH IS TO BE INSTALLED AT CUSTOMER EXPENSE.

ALL ELECTRONIC/ELECTRICAL MATERIALS INSTALLED IN THE CUSTOMER'S FACILITIES SHALL HAVE A "UL" LISTING. THE LOCATION OF THE DISCONNECT SWITCH SHALL BE APPROVED BY THE CITY AND SHALL BE HOUSED IN AN APPROVED ENCLOSURE WHICH CAN BE SECURED WITH A PADLOCK OR LOCKING DEVICE. WHERE FEASIBLE THE CITY MAY PERMIT THE USE OF SERVICE TRANSFORMER DISCONNECT, IN PLACE OF THE CUSTOMER FURNISHED DISCONNECT SWITCH.

THE CITY RESERVES THE RIGHT TO OPEN THE DISCONNECT SWITCH (I.E. ISOLATING THE CUSTOMER'S FACILITIES WITHOUT PRIOR NOTICE TO THE CUSTOMER FOR ANY OF THE FOLLOWING REASONS).

A. SYSTEM EMERGENCY AND/OR MAINTENANCE OPERATIONS REQUIRE SUCH ACTION.

B. POTENTIALLY HAZARDOUS CONDITION RELATING TO THE FACILITIES IS DISCOVERED.

C. THE OPERATION OF THE FACILITIES INTERFERES WITH THE QUALITY-OF-SERVICE PROVIDED TO OTHER CUSTOMERS AND/OR THE OPERATION OF THE CITY'S SYSTEM.

D. FAILURE TO ADHERE TO THE RULES, REGULATIONS, AND ORDINANCES OF THE CITY

THE CUSTOMER SHALL BE RESPONSIBLE FOR HAVING THE DISCONNECTING DEVICES TESTED BY A CERTIFIED ELECTRICIAN NO LESS THAN ONCE EVERY THREE (3) YEARS AND SHALL PROVIDE THE CITY WITH A CERTIFIED COPY DOCUMENTING THE TESTING. THE CITY RESERVES THE RIGHT TO INSPECT OR PERFORM TESTS ON THE DISCONNECTING MEANS TO ASSURE PROPER OPERATION. SUCH INSPECTIONS BY THE CITY SHALL NOT RELIEVE THE CUSTOMER FROM THE RESPONSIBILITY OF INSTALLING, OPERATING, AND MAINTAINING THE FACILITIES IN A SATISFACTORY AND SAFE MANNER

THE CITY DOES NOT ASSUME ANY RESPONSIBILITY FOR THE SAFETY AND ELECTRICAL PROTECTION OF THE CUSTOMER'S FACILITIES IRRESPECTIVE OF THE CONDITION OF THE CITY'S FACILITIES. THE CITY SHALL NOT BE LIABLE TO THE CUSTOMER FOR ANY DAMAGE TO THE CUSTOMER'S FACILITIES, INCLUDING DAMAGE CAUSED BY DISCONNECTION OF THE FACILITIES FROM THE CITY'S SYSTEM BY AUTOMATIC DEVICES OR PURSUANT TO THESE RULES.