



BUILDING & INSPECTIONS DIVISION

200 East Wood Street • Palatine, IL 60067-5339
Telephone (847) 359-9042
www.palatine.il.us

**2019 EXPRESS PERMIT
APPLICATION
ELECTRIC SERVICE
REVISION**

PRINT CLEARLY. ILLEGIBLE AND/OR INCOMPLETE APPLICATIONS WILL BE RETURNED (this is a two sided application)

Property/Owner Information check if applicant

Project Address: _____
Owner Name: _____ Day Phone: _____ Eve Phone: _____
Owner Address: _____ City: _____ State: _____ Zip: _____
Email Address: _____

Contractor Information (if applicable) check if applicant

Company Name: _____
Address: _____ City: _____ State: _____ Zip: _____
Contact Name: _____ Bus Phone: _____ 24 Hr Phone: _____
Email Address: _____

Office Use					
Electrical Inspector		Building			
Approved by:	Date:	Approved By:	Date:	Approved By:	Date
Permit # B19-		Registered:	Bond:	Fee:	Date Issued:

CONSTRUCTION REQUIREMENTS:

Grounding:

- Only copper wire shall be used for grounding of electric systems.
- When grounding for any system or combination of systems and equipment, the copper ground wire shall be run directly from the neutral in the service disconnect or distribution cabinet to the street side of the water service shut-off valve and shall have an approved jumper wire around the water meter with an approved metal I.D. tag denoting electrical ground. In addition, two 5/8 inch diameter 8 foot long copper ground rod embedded 7 foot into the ground shall be provided with a copper ground wire run directly to the service disconnect.

Service Entrance:

- The name and telephone number of the electrical contractor performing the work shall be displayed on the service panel.
- Service entrance conductor's shall be installed in rigid heavy-wall metal conduit with a cabinet containing not less than twenty (20) circuits.
- In all occupancies, those conductor's which supply all the current consumed by an individual occupancy, apartment, or dwelling unit shall be as follows:
 - Copper shall be used on the load side of the service.
 - All occupancies or dwelling units and apartments of any size shall have a one hundred (100) amp. minimum electric service rating. Service panels shall have a minimum of twenty (20) circuits.
 - The main disconnect switch shall be located in the approximate area where the service enters the building.
 - A disconnect shall be provided for all occupancies, apartments and dwelling units.
 - No more than 5 feet from service disconnect to dwelling panel board.

Clearances:

- Conductors shall have a vertical clearance of not less than 8 feet from all points of roofs they pass, where the voltage between conductors does not exceed 300 volts and the roof has a slope of not less than 4/12 a reduction in clearance to 3 feet shall be permitted.
- Panelboard shall have a ¼ inch clearance to the wall.
- The above ground service drop shall be no closer than 5' 0" from a window opening
- Maintain 30 inch width by 36 inch depth and 78 inch vertical clearance from face of exterior electrical meter

Office Use

Please be sure to read and sign on following page



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CONSTRUCTION REQUIREMENTS CONTINUED:

Wiring and Conduit:

- All wiring 25 volts or greater in new construction shall be conveyed through a system of rigid metal conduit or electric metallic tubing. When remodeling or altering an existing structure it is permitted to use flexible metallic tubing to convey electric wiring.

Com Ed Requirements:

- All local requirements set forth by Com Ed pertaining to location, installation, and clearances must be adhered to.

EMERGENCY SITUATIONS

This work may be started without a Permit in order to restore your power, however you must apply for the permit within 1 business day.

SUBMITTAL REQUIREMENTS

- Completed application and copy of signed contract.
- Complete an Electric Service Location/Information worksheet.
- Express permits require a 3 day plan review.
- The permit fee is \$88.00. The permit is good for 90 days from date of issuance.
- Contractors need a copy of a current electrical registration.
- Contractor must be bonded with the Village.

INSPECTIONS

- **Electrical Contractor required to be on site with stamped approved "job copy"**
- Please call the Building Division at (847) 359-9042 at least 24 hours in advance to schedule an inspection.

The following inspections are required:

- Final Inspection - when job is complete, access to home is required.

ADDITIONAL INFORMATION

Homeowner's Associations (HOA) may have covenants, conditions and restrictions that are more restrictive than the Village of Palatine's Zoning Ordinances. Therefore, it is the responsibility of the homeowner to acquire approval from their Homeowner's Association for any construction proposed under this building permit. The Village does not require HOA approval prior to issuing a permit.

Signatures

I hereby certify to the correctness and accuracy of this application and all submitted information and agree to perform the above construction in strict compliance with all provisions of the Village of Palatine code of ordinances. It is my understanding that no error or omission in either the plans or application, whether said plans or application has been approved by the Community Services Department or not, shall permit or relieve the applicant from constructing the work in any other manner than that provided for in the ordinances of the Village relating therein. In addition, I hereby authorize the above listed contractors to perform all work necessary to complete the requirements of this permit. I also understand that the Code Official upon presentation of proper credentials may enter at reasonable times any building, structure or premises in the jurisdiction to perform any duty imposed upon him by such ordinances. Having read this application, the information handout, and fully understanding the intent thereof, I declare that the statements made are true to the best of my knowledge and belief.

PROPERTY OWNERS SIGNATURE REQUIRED ON ALL APPLICATIONS AND CONTRACTS

Owner

Print Name: _____ Signature: _____ Date _____

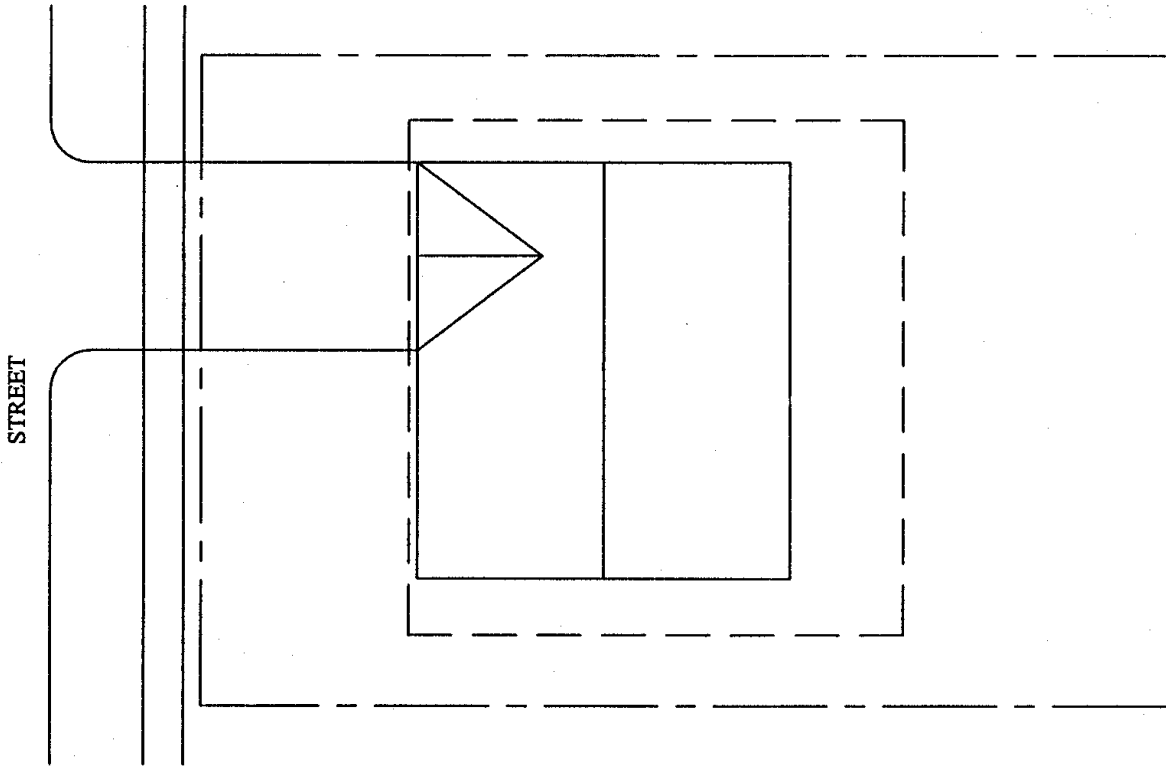
Check if applicant

Contractor (Only required if applying for permit)

Print Name: _____ Signature: _____ Date _____

Check if applicant

RESIDENTIAL ELECTRIC SERVICE REVISION LOCATION



**SKETCH IN LOCATION OF EXISTING SERVICE AND
LOCATION OF PROPOSED NEW SERVICE.**

If underground was installed by owner, show location and pipe size on above sketch

Service Size _____

Wire Size _____



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**THIS DOCUMENT IS A SUPPLEMENT TO THE RESIDENTIAL ELECTRIC
SERVICE REVISION PERMIT APPLICATION**

ComEd now allows homeowners to contract out the installation of service laterals for residential electric service revisions. In the past, ComEd would complete this work and take responsibility for all future maintenance of this line. ComEd will still do the installation if requested, but most homeowners are finding it more economical to contract it out themselves.

**If you should decide to contract this work out yourself,
you bear the responsibility for future maintenance and repairs of that service line.**

CONSTRUCTION REQUIREMENTS

- Minimum trench depth is 18".
- All service conductors must be installed in 3" heavy wall steel or PVC schedule 40 conduit.
- Where the conduit exits the ground, it must be heavy wall steel.
- Minimum wire size is 4/0 aluminum required for all services up to and including 200 amps.
- Wire must be proper type for underground installations.
- Allow 35 feet of extra wire at base of utility pole for ComEd connection.

ADDITIONAL INSPECTIONS

- Trench and conduit inspection prior to backfill.

PROPERTY OWNERS SIGNATURE REQUIRED ON ALL APPLICATIONS AND CONTRACTS

I acknowledge that I have read, understand and agree to the information contained in this document:

Property Owner

Date

I acknowledge that I have read, understand and agree to the information contained in this document:

Contractor

Date