

BACKUP/STANDBY GENERATOR FACILITY PERMIT APPLICATION

This application is for an Administrative Permit to operate a temporary backup or standby power generation facility as allowed in only the zoning districts listed in the Zoning section of this page. The permit will be issued only for proposals that meet and continue to conform with all requirements outlined here and as specified in Title 20 of the San José Municipal Code, found at www.sanjoseca.gov/ZoningCode.

FOR QUESTIONS - Speak with a City Planner at 408-535-3555 during these [phone service hours](#).

Para información en español, comuníquese con un Planificador de la ciudad al **408-793-4100**.

Để được hỗ trợ, nói chuyện với người lập kế hoạch thành phố tại **408-793-4174**.

Before proceeding with an application, please ensure your project conforms to these requirements:

DEFINITIONS

A backup or standby power generation facility may operate only during interruptions of electrical service from the distribution system or transmission grid due to circumstances beyond the operator's control. Electrical generation facilities operating where an interruptible service contract has been executed are not considered backup or standby electrical power generation facilities.

ZONING

Requirements for this administrative permit pertain to projects sites in the following zoning districts:

- » CN, CO, CP, DC, DC-NT1, MUC, MUN, PQP, TR, UR, UV, UVC, MS-C, and MS-G (except for Residential Street Frontage). See the [Zoning Map](#) to search for the zoning district for a specific address.

If your project site is not in one of the zoning districts listed above, speak with a City Planner regarding requirements for a backup/standby power generator facility.

MAXIMUM OPERATION

Maximum operation is four consecutive months in any 12 month period.

NOISE STANDARDS

The sound pressure level generated by any use or combination of uses on a property, based upon a noise analysis by an acoustical engineer, must not exceed the following decibel levels:

- » Property line abuts a residential use: 55 Decibels
- » Property line abuts a non-residential use: 60 Decibels

AIR QUALITY STANDARDS

Use of the generator must not exceed the thresholds established by the Bay Area Air Quality Management District, as evidenced by issuance of a [permit from BAAQMD](#).

STORMWATER CONTROL PLAN

A Stormwater Control Plan is required only if the project will create, replace or expand the impervious surface at the site by 5,000 square feet or more. Visit our [Stormwater Management webpage](#) for more information.

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INSTRUCTIONS FOR APPLICATION PACKAGE

FEES

An invoice for application fees will be provided after you submit the required items on the application necessary to provide staff with an accurate calculation of fees. The application is considered rejected until those items required for the application fees are provided and fees are paid pursuant to San José [Municipal Code Section 20.100.120](#). See the [Planning Fee Schedule](#) for fees. Initial fees and payment methods are listed at www.sanjoseca.gov/PlanningApplications. Review of your submittal will not begin until initial fees are paid. Full fees must be paid within 14 days of receiving the invoice.

HOW TO SUBMIT

This application is accepted by appointment only.

Virtual or In-Person Appointment: Go to www.sanjoseca.gov/PlanningAppointments and scroll to the applications table to find the Backup-Standby Power Generator Facility Permit Application. Choose either the virtual or in-person scheduling link.

- If virtual, have all documents and photos saved as PDF files and be ready to email these during the appointment.
- If in-person, come to the City Hall Permit Center, first floor, and bring the application package. Please bring two 11"x17" plan sets or be ready to email these during the appointment.

WHAT TO SUBMIT

Please include the following in your application package:

- BACKUP/STANDBY GENERATOR FACILITY PERMIT APPLICATION (this form, fully filled out and signed)
- PHOTOGRAPHS - Provide photos of the project site and existing on-site buildings.
- LEGAL DESCRIPTION of the property.
- ASSESSOR’S PARCEL MAP marked with project location.
- NOISE ANALYSIS developed by an acoustical engineer confirming the backup/standby generator will not exceed the applicable decibel levels at the property line(s) as described on page 1 of this application.
- COPY OF PERMIT or STATEMENT OF EXEMPTION issued by the Bay Area Air Quality Management District.
- MANUFACTURER’S SPECIFICATIONS for equipment and emissions.
- SITE PLAN - Draw all sheets to scale. The hard copy plan set sheet size should be 11" by 17". Label all sheets as "Site Plan" and date and number each sheet in a block in the lower right corner. Provide the following:
 - Location map, parcel lot lines, and site dimensions; indicate uses of adjoining properties.
 - Setbacks, with dimensions, as defined by zoning regulations.
 - Location/dimensions of proposed generator facility.
 - All buildings/structures with dimensions and labeled with uses; label any proposed removal of a structure.
 - Street names and existing and proposed driveways.
 - Existing and proposed off-street parking, loading, and circulation areas, with dimensions.
 - Existing and proposed landscape areas and drainage.
- DRAWINGS - Draw to scale and depict the proposed generator facility. Include length, width, and height of the engine-generator and exhaust stack, if applicable. Drawings should include:
 - Floor Equipment Area layout Plan
 - Elevations
 - Construction Details

Please download and save this computer-fillable form to your computer. Follow instructions for [Digital Forms](#).

1. PROPERTY INFORMATION FIND APN AT WWW.SCCASSESSOR.ORG

APN/S USE A COMMA BETWEEN MULTIPLE NUMBERS:

PROJECT LOCATION/ADDRESS:

2. GENERATOR INFORMATION PLEASE ATTACH MANUFACTURER’S SPECIFICATIONS TO THIS FORM

ENGINE MANUFACTURER: MODEL:

NUMBER OF ENGINES: ENGINE BRAKING HORSEPOWER: RATED CAPACITY:

HOURS OF OPERATION PER GENERATOR - MAXIMUM HOURS/MONTH TESTING: ANNUAL HOURS:

NOISE RATING IN DECIBELS: MEASURED AT HOW MANY FEET FROM THE NEAREST PROPERTY LINE?

3. CONTACT INFORMATION REQUIRED

PROPERTY OWNER NAME:

CONTACT NAME IF PROPERTY OWNER IS AN GROUP/TRUST/CORP RATHER THAN A SINGLE PERSON:

PROPERTY OWNER MAILING ADDRESS:

PHONE:	EMAIL:
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APPLICANT/CONTACT NAME:
WRITE "SAME" IF SAME AS ABOVE

APPLICANT MAILING ADDRESS:

PHONE:	EMAIL:
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4. APPLICATION SIGNATURE REQUIRED

DECLARATION under penalty of perjury: I agree to maintain and operate the subject project of this application in full conformance with all requirements and standards specified by San José Municipal Code Title 20.

SIGNATURE OF PROPERTY OWNER OR OTHER ALLOWABLE SIGNATORY PER SJMC 20.100.100 DATE [MM/DD/YYYY]

For electronic submittal or virtual appointments, a [Digital ID Signature](#) is required. For in-person appointments, an original ink signature is required. By signing this application, you acknowledge that you are the property owner, the legally authorized agent of the property owner, a qualified tenant, or other signatory as allowed by [San José Municipal Code Section 20.100.110](#).

For multiple property owners, leased property, or property with easements, use the [Affidavit of Ownership-Multiple Owners form](#) found at www.sanjoseca.gov/PlanningApplications.