



TOWN OF TROPHY CLUB
1 TROPHY WOOD DRIVE
TROPHY CLUB, TEXAS 76262
Ofc: 682-237-2900 / Fax: 682-237-2996
www.trophyclub.org

GENERATOR PERMIT APPLICATION

PROJECT ADDRESS: _____

APPLICANT/CONTRACTOR: _____

BUSINESS ADDRESS: _____

CITY, STATE, ZIP CODE: _____

WORK PHONE #: _____ **FAX #:** _____

EMAIL ADDRESS: _____

ELECTRICAL CONTRACTOR: _____

CONTACT NUMBER & EMAIL: _____

PLUMBING CONTRACTOR: _____

CONTACT NUMBER & EMAIL: _____

PLEASE GIVE DETAILED DESCRIPTION OF WORK TO BE PERFORMED:

VALUATION OF PROPOSED WORK \$ _____

- PLEASE INCLUDE SITE PLAN/SURVEY SHOWING LOCATION FOR THE GENERATOR.
- ALL LOCATIONS MUST BE AT LEAST 5 FEET AWAY FROM OPENINGS SUCH AS WINDOWS, SOFFIT VENTS AND DOORWAYS AND ANY COMBUSTIBLES.
- CURRENT CODES: 2021 IRC & 2020 NEC

SIGNATURE: _____ **DATE:** _____

DISCLAIMER: The Town of Trophy Club only enforces Town ordinances, and approval or denial of an application is based on that authority. Permit approval does not exempt the applicant from Covenants & Restrictions and/or HOA regulations.

EVERY PROJECT THAT INVOLVES DIGGING NEEDS TO GO TO WWW.TEXAS811.ORG TO REQUEST A LINE LOCATE.



1 Trophy Wood Drive, Trophy Club, TX 76262 | 682.237.2900 | info@trophyclub.org | trophyclub.org

Home Back-up Power System Inspection Form

The Town of Trophy Club gives property owners the option of obtaining inspections performed by a Town Inspector or by an or by an approved Third-Party Provider (TPP) as allowed by S.B. 1202 of the State of Texas 89th Legislature. In either case, this form must be completed by the property owner and submitted with the back-up power supply documents when applying for a permit.

As the owner of the property at: _____ Trophy Club, Texas.
(Address)

Please check the appropriate box and sign below:

☐

I am opting for a final inspection by a Town of Trophy Club Inspector.

OR

☐

I am opting for a final inspection by a Third-Party Provider (TPP).

Property Owner's Signature: _____

Full Name (Print): _____

Date: _____



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Hold Harmless & Indemnity Form

Date: _____

Project Address: _____

Permit Number: _____

Reviewer/Inspector Name: _____

Certification/License Number and Type: _____

Pursuant to Texas Local Government Code Chapter 247, I, the undersigned, acknowledge that I am not an employee, agent, or representative of the Town of Trophy Club. I confirm that I have independently conducted the review and/or inspection related to the home backup power installation at the project address listed above.

In consideration of the Town's issuance of a permit based solely on third-party review and/or inspection authorized under Chapter 247, I agree to the following:

1. **Hold Harmless:** I shall indemnify, release, and hold harmless the Town of Trophy Club, its officials, employees, and agents from any and all liabilities, claims, causes of action, or demands arising out of or related to the review, approval, inspection, or installation of the referenced system.
2. **INDEMNIFICATION:** I AGREE TO DEFEND AND INDEMNIFY THE TOWN OF TROPHY CLUB, ITS OFFICIALS, EMPLOYEES, AND AGENTS AGAINST ANY CLAIMS, LOSSES, DAMAGES, LIABILITIES, OR EXPENSES (including attorney fees and court costs) RESULTING FROM:

**MY ACTIONS OR OMISSIONS DURING THE REVIEW OR INSPECTION,
ANY FAILURE OF THE INSTALLATION TO COMPLY WITH APPLICABLE CODES OR
STANDARDS,
ANY INJURY, PROPERTY DAMAGE, OR OTHER CONSEQUENCES RELATED TO THE
REVIEWED OR INSPECTED WORK.**

3. **Responsibility Acknowledgment:** I acknowledge that I am solely responsible for the accuracy, adequacy, and code compliance of all work reviewed or inspected under this authorization. The Town assumes no liability or responsibility for such work.
4. **No Town Review or Verification:** I understand that the Town has not performed any review or inspection of the system, and all determinations regarding code compliance are made solely by me.

Signature: _____

Print Name: _____

Company (if applicable): _____

Date: _____

THIRD PARTY PLAN REVIEW FOR 1 & 2 FAMILY BACK-UP POWER INSTALLATIONS

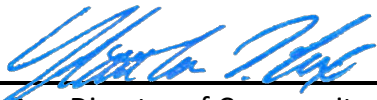
Effective September 1, 2025, in accordance with S.B. 1202 and S.B. 1252 of the Texas 89th Legislature, the procedures outlined below must be followed when a home back-up power system installer chooses to engage a Third-Party Provider (TPP) for plan review and inspection services. Home back-up power systems include generators and energy storage systems; however, this does not include power production systems, such as photovoltaic (solar) systems:

1. **Homeowner or Contractor enters into a contract with a Third-Party Provider (TPP) for plan review and inspection services.** The process begins with the TPP conducting the plan review for your back-up power system(s).
2. **Obtain the reviewed plans from the Third-Party Provider (TPP).** The TPP is responsible for affixing their official stamp to all plans and supporting documentation. Additionally, they are required to provide a Certificate of Compliance confirming the completion of the review, accompanied by all relevant supporting materials. The plans must clearly specify whether the project includes an electrical service upgrade (refer to item #8). Please note that upgrades or replacement of the home's electrical service panel are not encompassed within the TPP's backup power permit; a separate stand-alone permit is required for such work.
3. **Submit on-line application.** Submit a completed online application, along with electronic files containing the plans, Certificate of Compliance, supporting documents (such as calculations, drawings, engineer's seal, and materials brochures), the Back-up Power System Inspection Form, the Hold Harmless & Indemnity Form, and the permit fee. The permit fee must be paid in full before the permit can begin processing.
4. **The Town of Trophy Club will process your application.** The objective is to review applications submitted through TPP within two (2) business days.
5. **Retrieve the permit and approved plans.** Upon approval of your application, you will be notified and may then access and retrieve the permit and approved plans through the permit portal.
6. **Request Town inspections through the standard process.** When requested, the Town of Trophy Club Building Inspections Department will conduct all necessary inspections according to established procedures. The approved plans must be available onsite for inspection. Any modifications to the approved plans must be reviewed by the TPP and re-submitted to the Town of Trophy Club.

7. **If desired, the TPP may conduct inspections.** Under S.B. 1202, the TPP is authorized to perform inspections of a backup power system upon homeowner request. To do so, a completed Home Back-up Power System Inspection Form must be included with the initial application. This form must be signed by the homeowner, who will also indicate the chosen inspection process.

Once the TPP completes the inspection, the TPP is responsible for emailing an inspection report to the Town of Trophy Club Building Inspections Department. The report must include the permit number, project address, declaration of compliance with the approved plans and the 2023 National Electrical Code, the name of the inspection firm, the inspector's name, and the inspector's credentials.

8. **Electrical Panel Upgrades.** Permits for a home back-up power system do not cover upgrades or replacements of the building's electrical service panel. When such upgrades are necessary, a separate permit must be obtained by a licensed electrician. These upgrades or replacements must be inspected by a Town of Trophy Club Building Inspector and are not eligible for inspection by a TPP.



Matt Cox, Director of Community Development

September 1, 2025

Date