

**TOWN OF CLEAR LAKE**  
**111 GECOWETS DRIVE**  
**FREMONT, IN 46737**  
[www.townofclearlake.org](http://www.townofclearlake.org)  
**260-495-9158**

**WORK ORDER**

**Generator Permitting & Installation Requirements**

**Procedure Overview**

1. Submit Improvement Location Permit (ILP) Application, a site plan & all applicable fees to the Zoning Administrator.
2. Submit Generator Permit Application and Shared Grinder Agreement to the Zoning Administrator.

**Generator Installation Requirements**

*A. General Requirements*

- 1) All work must be performed by Contractor registered with Steuben County and approved by the Town of Clear Lake.
- 2) Town inspection and approval of final generator installation required prior to use of generator. Use of generator without Town approval shall be considered violation and subject to fine.

*B. Single-Home Grinder Installations*

- 1) The electrical service for any single-home grinder installation must be transferred from direct electric utility service to the residential service.

*C. Shared Grinder Installations*

- 1) Electrical service must be transferred from direct electric utility service to residential service for both properties.
  - i. A written agreement between both property owners shall be recorded and a copy provided to the Town.

*D. Residential Electrical Service Requirements*

- 1) The direct electric utility service to the grinder must be disconnected at the pole in accordance with electric utility requirements. Disconnections at the grinder panel are not permitted.
- 2) An exterior electrical disconnect shall be provided. This disconnect shall provide ease of accessibility for the Town.
- 3) Residential service shall be 240V and provide 30A breaker in residence.

**FEES AND/OR CHARGES**

ILP (Generator)	\$ 50.00	
NIPSCO Disconnect Fee	\$100.00	(PAID TO THE TOWN OF CLEAR LAKE)

## Town Contacts & Approved Contractors

### Contact Information

Town of Clear Lake  
111 Gecowets Drive  
Fremont, IN 46737  
(260) 495-9158

Zoning Administrator: [zoning@townofclearlake.org](mailto:zoning@townofclearlake.org) or Ph. 260-243-6701

Street & Utility Superintendent: [superintendent@townofclearlake.org](mailto:superintendent@townofclearlake.org)

### Approved Contractors

T.S. Electric and Son  
175 Lane 587 AA Lake James  
Fremont, IN 46737  
Owner: Tom Simpson  
Phone: (260) 668-2672  
Email: TSElectric\_Son@aol.com

Clear Lake Electric  
349 Pokagon Trail  
Angola, IN 46703  
Owner: Adam Bressler  
Phone: (260)665-8020

**Generator Permit**

**Permit #** \_\_\_\_\_

**Applicant Information:**

Name \_\_\_\_\_ Email \_\_\_\_\_

Address (Lake) \_\_\_\_\_ Address (Permanent) \_\_\_\_\_

Phone (Preferred) \_\_\_\_\_ Phone (Other) \_\_\_\_\_

**Project Information**

Project Address \_\_\_\_\_ Property Owner \_\_\_\_\_

Town-Approved Electrician \_\_\_\_\_

Contact Info \_\_\_\_\_

Project Description \_\_\_\_\_

Type of Grinder:       Single-Home                       Shared

Proposed Electrical:       Residential Service

Estimated Start Date \_\_\_\_\_ Estimated Completion Date \_\_\_\_\_

- Provide a to-scale site plan illustrating the proposed improvements as submitted with the Improvement Location Permit application.
- For Shared Grinder Installations Only: Provide recorded agreement between property owners.

**Applicant Signature**

I certify that I am authorized to act on behalf of the property owner and to the accuracy of all information provided with this application including the site plan, survey, and dimensions of the proposed improvements. I understand that the Town of Clear Lake reserves the right to revoke this permit upon finding that the work performed is not consistent with the information provided in this application. Additionally, I grant the Town of Clear Lake and its agents the authority to enter the property during the application stage and construction to determine compliance.

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



# Whole House Generator Install, Shared Grinder Agreement

This agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_ by and between \_\_\_\_\_, party of the first part, hereinafter referred to as the “supplying party”, and \_\_\_\_\_, party of the second part hereinafter referred to as the “supplied party”:

WITNESSETH:

THAT WHEREAS, the SUPPLYING PARTY is now the owner of property known as \_\_\_\_\_ located in the County of Steuben, Town of Clear Lake, Indiana.

Parcel number: \_\_\_\_\_

And

WHEREAS the SUPPLIED PARTY is the owner of property known as \_\_\_\_\_ located in the County of Steuben, Town of Clear Lake, Indiana.

Parcel number: \_\_\_\_\_

And

WHEREAS, it is the intention and purpose of the undersigned parties to allow the “supplying party” the right to have a permanent electric connection from the “supplying party” residential main electric panel box, as well as the generator, which will provide the electric to the grinder shared by both parties. The “supplier” will receive any electric credits given by the Town of Clear Lake once they have disconnected their electric supply to the grinder. The “supplied party” will receive the benefit of grinder pump back-up during power outages from the “supplying source” electric back-up system as well as permanent electrical service to the grinder. The agreement is subject to any requirements by Local, County, or State regulations.

NOW THEREFORE, in consideration of promises contained, it is agreed to as follows:

1. Each party agrees they will promptly repair, maintain, and replace any part of the electric line or service that is connected to the grinder subject to their respective property lines. The initial cost to connect the grinder unit will be assessed to the “supplying party”.
2. This agreement runs with the land and shall be binding on all parties involved, including any subsequent owners.
3. That the cost of any removal or replacement of pre-existing site improvements on an individual parcel necessary for system operation, maintenance, replacement, improvements, inspections or testing, damaged as a result of repair to the grinder electrical supply will be borne by the owner of the effected parcel.
4. That each party has the right to correct an emergency and shall have access to the pertinent parcel in the absence of the other. Any emergency shall be defined as the failure of any shared portion of the system to deliver electricity to the grinder.

NOTARY ACKNOWLEDGEMENT

STATE OF INDIANA

)

)

COUNTY OF STEUBEN

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IN WITNESS WHEREOF, the parties have hereunto set their hands and seal the day and year first above written.

Supplying Party:

\_\_\_\_\_

Date: \_\_\_\_\_

Supplied Party:

\_\_\_\_\_

Date: \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public, certify that  
\_\_\_\_\_ (Name of Signer), \_\_\_\_\_ (Name  
of Signer),

whose names are signed to the foregoing instrument or conveyance, and who is known to me,  
acknowledged before me on this day that, being informed of the contents of the conveyance, he/she/they  
executed the same voluntarily on the day the same bears date.

Given under my hand this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Notary signature)

\_\_\_\_\_  
(Notary printed name)

My commission expires on: \_\_\_\_\_

**Applicant is responsible to record this document with the Steuben County Recorder, 317 South Wayne, Angola**

*Failure to Record:* If this approved Shared Grinder Agreement is not recorded within thirty (30) days  
from the date of approval and signature, the petition and approval shall be deemed void. Upon final  
receipt, by mail, of the stamped Steuben County document, please provide Town of Clear Lake Zoning  
Administrator with a copy.

Town of Clear Lake

Grinder electric flow chart

