



Preparing for a Public Safety Power Shutoff (PSPS) City of Willits

Given the growing threat of extreme weather conditions, The City of Willits and Little Lake Fire District have teamed up to provide support to the Community to ensure that you are safe and prepared for potential power outages. If extreme fire danger conditions threaten a portion of the electric system serving our area, it may be necessary for PG&E to turn off electricity in the interest of public safety.

During a power de-energization event, a generator can provide emergency electrical power to your home or business. If you live within the City of Willits and plan to use a generator that connects to your electrical panel, you will need to obtain a permit from City of Willits Community Development Department for the electrical and plumbing work. If the generator will be housed in a structure of its own, the structure may be subject to additional permits.

Building Permit fees for generators less than 25 kilowatts are a flat fee of \$150.00; generators greater than 25 kilowatts are based on valuation of the project.

GENERATOR PERMIT CHECKLIST

In order to obtain a permit to install your generator your permit submittal package shall include:

- Two (2) copies of Site plan (view detailed site plan requirements) including all required setbacks to property lines, combustibles, and vegetation; location of underground utilities
- Make and Model of Generator
- Manufacturer's installation instructions
- Two (2) copies of Electrical single line diagram including wire size, indicate transfer switch or interlock, and indicate if the generator is a "separately derived system" (See Definition CDC Article 100 Chapter 1 for Separately derived system)

If you plan to run your appliances directly off a portable generator (instead of through the electrical panel), you do not need a permit from the City.

PREPAREDNESS TIPS

- Update your contact information with PG&E. Visit pge.com/mywildfirealerts or call 1-866-743-6589.
- Sign up for [MendoAlert](#) to receive updates about power outages and other emergency notifications.
- Review [PG&E's website](#) to learn more about preparing you and your family for these events.
- Learn more about preparing for a PSPS event at www.prepareforpowerdown.com.
- Plan for power outages with resources from www.ready.gov.
- Review the Department of Energy's [generator safety and usage guidelines](#) and [PG&E's backup generator guide and resources](#).
- Extended power outages associated with PSPS events may impact the whole county. Take an inventory now of the items you need that rely on electricity.

- Plan for batteries and other alternatives to meet your needs when the power goes out.
- Talk to your medical provider about a power outage plan for medical devices powered by electricity and refrigerated medicines. Find out how long medication can be stored at higher temperatures and get specific guidance for any medications that are critical for life.
- Keep mobile phones and other electric equipment charged and gas tanks full.
- Review your supplies that are available in case of no power. Have flashlights with extra batteries for every household member. Have enough nonperishable food and water. Prepare an emergency supply kit.
- Install Carbon Monoxide detectors with battery backup power in central locations on every level of your home.
- Keep freezers and refrigerators closed. The refrigerator will keep food cold for about four hours. A full freezer will keep the temperature for about 48 hours. Monitor temperatures with a thermometer. Use coolers with ice during a prolonged power outage.

ADDITIONAL RESOURCES

Local Generator Retailers

Willits Power & Hardware	707-459-6420	1600 Main Street
Alternative Power Solutions	707-272-2569	231-A E San Francisco
Mendo Mill & Lumber Co	707- 459-4631	305 E Commercial Street

Local Electricians

Fuller Electric	707-459-6454
Aragon Electric	707-456-9342
Future Electric Energy Co	707-459-0474
RES Electric	707-354-3910
Summit Signal	707-456-9515



Generator Safety

Portable or permanently installed standby generators can come in handy during long-term power outages. However, if you do not know how to use them properly, they can be dangerous. Contact a qualified vendor or electrician to help you determine which generator is best suited to your needs. Before using, read and follow manufacturer's instructions.

If you are installing a permanent generator, it must have a transfer switch. The transfer switch prevents energy from leaving your generator and going back into the utility electrical equipment, when it could be dangerous to a lineman or others near downed power lines, a process known as "back feed." A qualified electrician should install your generator and transfer switch.

[Safe Electricity](#) the electric industry's partner in creating a safer, smarter world has the following tips to use portable generators safely:

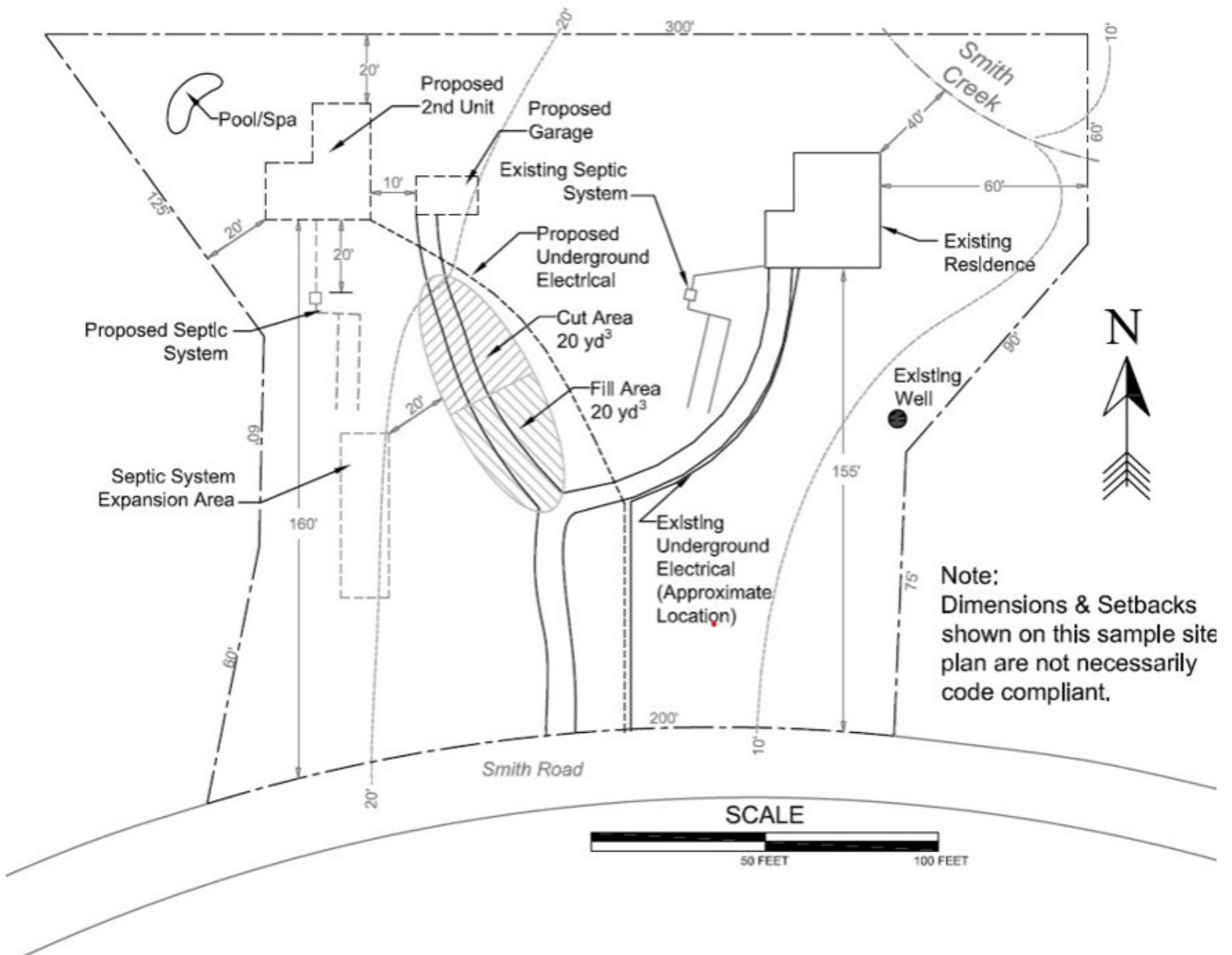
- Operate generator outdoors in an area with plenty of ventilation. Never run a generator in a home or garage. Generators give off deadly carbon monoxide.
- Do not plug a generator into the wall to avoid back feed. Use heavy-duty extension cords to connect appliances to the outlets on the generator.
- Turn the generator on before plugging appliances into it. Once the generator is running, turn your appliances and lights on one at a time to avoid overloading the unit. Remember, generators are for temporary usage; prioritize your needs.
- Generators pose electrical risks, especially when operated in wet conditions. Use a generator only when necessary when the weather creates wet or moist conditions. Protect the generator by operating it under an open, canopy-like structure on a dry surface where water cannot form puddles or drain under it. Always ensure your hands are dry before touching the generator.
- Be sure the generator is turned off and cool before fueling it.
- Keep children and pets away from portable generators. Many generator components are hot enough to burn you during operation.



[Safe Electricity](#) suggests these safety guidelines and basic operating instructions be posted in the home and with the generator.

<https://safeelectricity.org/about-us/>

SITE PLAN REQUIREMENTS GENERATORS



- The exact dimensions of the property where the generator will be located.
- The exact location, dimensions, and setbacks of all existing and/or proposed buildings.
- The exact location, dimensions, and setbacks of all existing and/or proposed accessory structures.
- The location and width of all existing and/or proposed points of ingress and egress.
- The location and dimensions of all existing and/or proposed outdoor storage facilities for fuel, raw materials, and/or waste products.
- The location and identification of all existing and/or proposed easements.
- The exact location, dimensions, and setbacks of fencing if proposed.