



# Solar Checklist

## Residential Photovoltaic System

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### Submittal Requirements:

- A. One Building Permit Application.
- B. Two copies of plans to include:
  - Roof and site plan with location of PV installation
    - Roof plan and site plan showing location of house in relation to street and property lines.
    - Plan indicating location of major equipment.
    - Array configuration shown on roof plan.
  - Mounting details for PV panel installation
    - Weight of array.
    - Attachment method indicated.
    - If building is less than 30 years old and array weight is less than 5 lbs/sq ft, structural engineering is not required. If either or both of these points are exceeded provide sealed structural engineering.
  - Electrical one-line and three-line diagram
    - Array wiring size and type.
    - Equipment grounding.
    - Disconnect – DC and AC.
    - Conduit size and type.
    - Clearly indicate all areas where conduit is run on the interior and those areas that are exterior.
    - Inverter specified.
  - Manufacturer's cut sheets for all components
    - Cut sheets for solar panels.
    - Cut sheets for inverter.
    - Cut sheets for mounting system.
    - Cut sheets for DC combiner (if applicable).
  - **Notes on one line diagram or roof plan that PV equipment shall be installed in accordance with the 2012 National Electrical Code Article 690, and showing the location and verbiage of all signs required to be posted in compliance with NEC 690.**

SRP/APS approval is required prior to submitting for a building permit for all grid-tie systems. HOA approval is required prior to submitting for a building permit (if applicable).

Fees are currently \$50 per hour permit/inspection. Minimum staff time is 3 hours.