



Residential Solar Power Systems Permit Issuance Checklist

THIS ONLY APPLIES TO SMALL ROOFTOP RESIDENTIAL INSTALLATIONS LESS THAN 10 KILOWATTS

Please complete the following to submit to Building & Safety for plan check review

APPLICANT completes this box.

Address: _____ APN: _____ Zone: _____

Lot Size: _____ S.F.

Technology(*circle one*): Building Integrated Roof-Mounted Panel Ground-Mounted Panel

System size and power: Number of panels: _____ Total square feet: _____ sq.ft. _____ kW

Are the panels proposed on a permitted structure?(*circle one*): Yes No

Roof-Mounted: Show max. height above roof, (max.distance from top of roof to top of panel): _____

Panel directional orientation(*circle one*): West Southwest South Southeast East

System visibility from nearby public streets (*circle one*): Yes No

Signature of Applicant: _____ Date: _____

COUNTER PLANNER completes the remaining form.

1. Zoning

Yes No

a. Does the proposed project meet the zoning requirements?

Yes No

c. Does framing and installation comply with SGMC Section 150.162?

2. Is the residence a historic/potentially historic resource?

Yes No

If yes, additional submittal requirements and a review by the City Preservation Architect may be requested.

3. Design Review:

Note: If solar system is street-facing, a photo simulation will be required. The Planner will indicate if further Design Review is required.

Yes No

a. Is there an open/pending project for the property? If “yes,” include the Planning Case number and add comments that “Design Review is required and that this proposal shall be incorporated into the active case.”

Planning Case No: _____ Status: _____

Building and Safety requirements: Applicant completes the remaining form: If answered "NO" to any question below, your application cannot be expedited

1. Applicant submitted (3) sets of plans minimum 11"x17", attach all manufacturer's specification sheets, installation instructions, framing layout, and structural calculations (if applicable).
Yes No
2. In submittal, provided electrical single-line diagram clearly identifying all devices installed in the PV system and indicating total kW rating of system.
Yes No
3. Applicant acknowledges correct circuit sizing and current calculations based off 2019 California Electrical Code Article 690.8 on plans from California state licensed electrical engineer or a California licensed contractor classification C-46 or C-10.
Yes No
4. Applicant acknowledges photovoltaic source and output circuits have a maximum photovoltaic of up to 600 volts based off 2019 California Electrical Code Article 690.7 on plans from California state licensed electrical engineer or a California licensed contractor classification C-46 or C-10.
Yes No
5. Applicant acknowledges wet-stamped and signed submittal of structural calculations for wind uplift based of ASCE 7-10 from State license civil or structural engineer. All Structural Elements shall be identified on existing roof framing members on plans.
Yes No
6. Applicant acknowledges rooftop mounted photovoltaic systems shall be tested, listed and identified with a fire classification in accordance with UL 1703. The fire classification shall comply with Table 1505.1 of the California Building Code based on the type of construction of the building Effective January 1, 2019.
Yes No
7. Applicant acknowledges installation of the photovoltaic system shall be in compliance based off 2019 California Electrical Code Article 690.
Yes No
8. Applicant acknowledges installation of the interconnected electric power production source shall be in compliance based off 2019 California Electrical Code Article 705.
Yes No
9. Applicant plans are to be signed by a California licensed contractor classification C-46 or C-10. Provide signature and license number on each sheets. Contractor who signs the document must be the one doing the work, Business and Professions Code Section 7031.5.
Yes No
10. Applicant acknowledges that the photovoltaic system may only be installed on a permitted structure.
Yes No
11. Applicant acknowledges that the photovoltaic system meets the "California Solar Permitting Guidebook".
Yes No
12. Proposed project meets Fire Code set-backs for roof mounted photovoltaic system requirements and code section R907 CRC 2019.
Yes No