



PHOTOVOLTAIC (PV) SYSTEM PERMIT REQUIREMENTS

In accordance with Municipal Code Section 4-346 & 4-416 an electrical permit is required before any electrical work is performed. Inspections are required for electrical wiring before insulating or covering. The installing contractor is required to be present during the final inspection.

All information must be included with the permit in order for the permit to be issued.

1. Provide an equipment list along with all product specifications. Include model numbers if applicable.
 - PV modules - listing certifications and manual
 - Inverter – listing certification and manual
 - Fuses, circuit breakers and disconnects – rating information
 - Rail mounting system
 - Any special grounding products used
2. Provide a wiring diagram including the information listed below:
 - Type and number of PV modules in each string
 - Maximum open circuit voltage (Voc)
 - Maximum short circuit current (Isc)
 - List the type and size of all conductors
 - List size and location of all overcurrent devices
 - Show the location of all disconnect switches on the AC and DC systems
 - Show grounding/bonding connections
3. List the location of the PV array. If the array is to be mounted on a rooftop, engineering documentation must be supplied addressing roof load, wind downforce and uplift.
4. List a tentative date when the PV system will be commissioned into service.