



Photovoltaic System (Solar Panel System) Checklist

Photovoltaic systems require a building permit and an electrical permit. The electrical permit must be pulled by an electrician licensed by the State of Texas. Please read thoroughly. The following information must be provided to consider your application complete. Failure to submit this information may cause delays. Initial each line, sign and date on the space provided to indicate that all information has been provided

	Completed permit application forms with fees.
	Provide inverter manufacturer specification sheet.
	Photovoltaic System (Solar Panel System) module manufacturer specification sheet.
	Dimensioned site plan or drawing graphically depicting all existing and proposed structures on the site, setbacks, easements, adjacent rights-of-way, lot boundaries and dimensions, parking spaces, the photovoltaic system and associated components, a directional arrow, and any other features necessary to evaluate the proposals compliance with City Code, as determined by the building official.
	A letter sealed by a qualified engineer stating the calculations and details demonstrating method of attachment of panels and adequacy of supporting members. Include wind uplift effect.
	Elevation drawings that show heights of the panels and indicate how they will comply with height limit for the property.
	Provide the following roof information: Identify the roof type, describe and show the roof structural elements, indicate the weight of the arrays (pounds per square foot including mounting), provide detail of photovoltaic panel mounting hardware attachment to the roof framing members, including wind uplift effects.
	Show size and location of the service meter.
The electrical permit must be accompanied by an electrical plan that includes the following information.	
	Provide a line diagram showing the array configuration, array wiring, combiner/junction box, conduit/wiring from array to inverter, DC grounding system, disconnecting means, inverter, conduit/wiring from inverter to utility point of connection, AC grounding and system grounding, point of connection attachment method.
	Array information: number of modules in series, number of parallel source circuits, total number of modules, operating voltage, operating current, maximum system voltage, short-circuit current.
	Show wiring and overcurrent protection (e.g.: wire type 90° C wet and continuous rated, indicate that overcurrent protection on inverter output circuit is sufficient.)



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Prior to inspection provide the following photovoltaic signage.	
	DC Combiner/Junction Box: "Warning. Electrical shock hazard. The direct current circuit conductors of this photovoltaic power system are underground but may be energized with respect to ground due leakage paths and/or ground fault."
	DC Disconnect: "Warning. Electrical shock hazard. The direct current circuit conductors of this photovoltaic power system are ungrounded but may be energized with respect to ground due to leakage paths and/or ground faults." "PV system DC disconnect". Post at accessible location the following: "operating current, operating voltage, maximum system voltage, short-circuit current"
	Inverter: "If a ground fault is indicated, the normally grounded conductors may be energized and ungrounded." "Warning. Electrical shock hazard. Do not touch terminals. Terminals on both the line and load sides may be energized in the open position." "The maximum AC output operating current _____ " "The operating AC voltage _____ ". At the PV power source (DC) indicate the following: "operating current, operating voltage, maximum system voltage, short-circuit current"
	AC Disconnect: "PV system – AC disconnect"
	Meter: "Maximum AC output operating current _____ " "The operating AC voltage _____ " "Dual sources: Second source is Photovoltaic"
	Permanent directory or plaque providing location of service disconnecting means and photovoltaic system disconnecting means, if not located at the same location.
My signature below indicates I have been advised of and understand the information provided.	
Applicant's Signature	Date

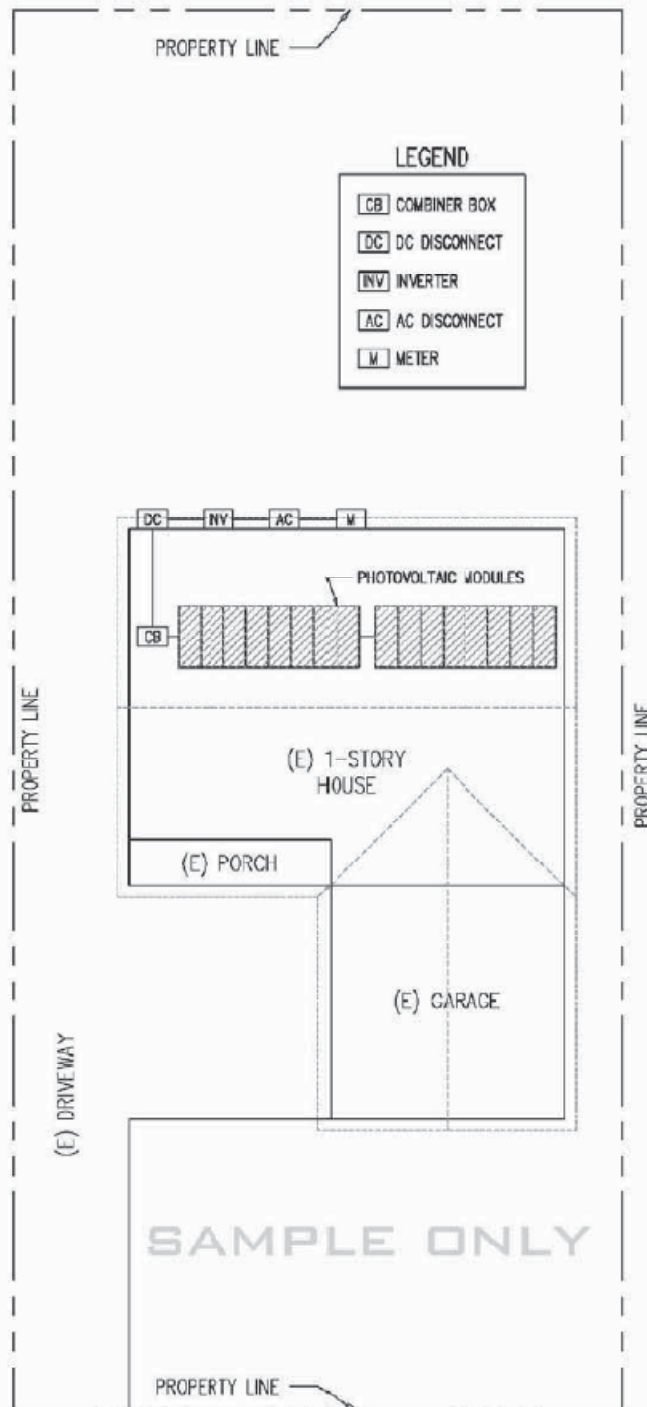


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SAMPLE SITE PLAN

Site plan shown is to illustrate the necessary information required for full plan review. Complete and accurate site plan is required for review and approval.



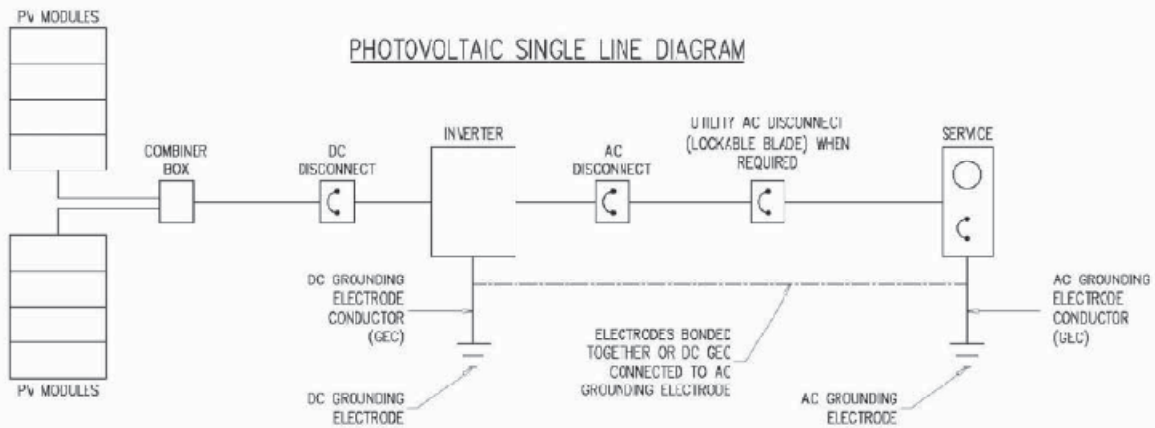


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SAMPLE LINE DIAGRAM

For informational purposes only



- ALL WIRING IN A SOLAR PHOTOVOLTAIC SYSTEM SHALL BE IDENTIFIED
- FOR INFORMATIONAL PURPOSES ONLY.