



CITY OF TRACY SOLAR PERMITTING CHECKLIST
FOR EXPEDITED REVIEW AND INSPECTION

RESIDENTIAL ONE OR TWO-FAMILY DWELLING ROOF-MOUNTED UTILITY
INTERACTIVE PV SYSTEMS OF 10 KW AC RATING OR LESS WITHOUT
BATTERIES

1. Permit application
2. Cover sheet
 - a. General notes
 - b. Vicinity plan
 - c. Owner & designer information
 - d. Scope of Work
3. Rooftop plan
 - a. Panel/module/array layout
 - b. Roof penetrations (vents, chimneys, etc.)
 - c. Firefighter access points and appropriately dimensioned access paths
 - d. Description of roof covering material
 - e. Show a minimum 3-foot clearance on the control side of roof-mounted HVAC equipment and access thereto
 - f. Delineate all ridge, hip and valley locations
4. Elevations of building to demonstrate appropriate firefighter access
5. Electrical (existing) information
 - a. Rating of main service panel
 - b. Size of main service disconnect
 - c. Number & amperage rating of all existing circuits and overcurrent devices
 - d. Size of grounding electrode conductor
 - e. Other disconnects and location thereof
6. Electrical (new) single-line diagram to include;
 - a. Wire size, color and type indicated
 - b. Number of strings
 - c. Numbers of modules/panels/arrays
 - d. Module ratings
 - e. Electrical load calculations
 - f. Size and location of DC disconnect/transfer switch
 - g. Any new distribution or load centers
 - h. Service upgrades if required/desired
7. Manufacturer's specifications for all PV components (cut sheets & listing information) including sealants, supporting components & flashings
8. Warning label schedule

9. Clear pictures of main electrical panel interior with cover opened and dead front cover removed, main electrical panel label and busbars
10. Plan sheet size is to be a minimum of 11" x 17"
11. Load calculations if main breaker is de-rated or reduced in size
12. Provide complete description of work for any line-side taps (may require third-party testing if tap modifies listed device or component)
13. Provide module ratings that meet the rating required for the structure
14. Roof attachment/mounting layout and details that do not void the warranty of the roof covering
15. Additional structural details and/or calculations for anything other than flat-mounted PV modules/panels with a space under each module of at least two inches but not greater than ten inches. Structural details and calculations will also be required if modules extend beyond eaves, gable ends, over hips, etc. or the weight of the modules plus support components is more than 4 psf for PV arrays and 5 psf for solar thermal arrays
16. Notification that the roof has a single roof covering without a reroof overlay
17. Project submittal shall meet the minimum standards outlined in the current California Code of Regulations (Title 24) and plans shall be noted that the project meets or exceeds these standards

RESIDENTIAL ONE OR TWO FAMILY DWELLING ROOF-MOUNTED SOLAR WATER HEATING SYSTEMS OF 30 kW THERMAL RATING OR LESS

1. Permit application
2. Cover sheet
 - a. General notes
 - b. Vicinity plan
 - c. Owner & designer information
3. Rooftop plan
 - a. Collector layout
 - b. Roof penetrations (vents, chimneys, etc.)
 - c. Declaration of roof covering type
4. Manufacturer's specifications for all system components (cut sheets) including sealants
5. System schematic including all major components
6. Roof attachment/mounting details
7. Additional structural details and/or calculations for
8. Project submittal shall meet the minimum standards outlined in the current California Code of Regulations (Title 24) and plans shall be noted that the project meets or exceeds these standards

NOTE:

1. A re-inspection fee will be assessed if an inspection is requested and the project is found to be incomplete or not ready for inspection.