



City of El Cajon
Building and Fire Safety Division
200 Civic Center Way
El Cajon, CA 92020
Phone: (619) 441-1726

S u b m i t t a l F o r **S O L A R P H O T O V O L T A I C**

This information is for the plan check and permitting process for Photovoltaic Systems in the City of El Cajon. Requirements are in keeping with the San Diego Area Electrical Newsletter and the local utility SDG&E.

I. PLAN REVIEW

Permit application and plans shall be submitted for plan check. Photovoltaic systems shall be reviewed and approved by the Division of Building and Fire Safety plan check staff and the Community Development Department located on the third floor of the City Hall building 200 Civic Center Way, El Cajon, CA 92020.

II. PLAN REQUIREMENTS

All solar photovoltaic plans will be required to have the following items:

1. A plot plan showing either the location on the property of the photovoltaic array in relation to the lot property lines with required setback dimensions and location of all disconnects and inverters, or a building layout plan showing the location of all photovoltaic panels, disconnects and inverters.
2. All plans must show existing electrical equipment as well as the new solar photovoltaic equipment.
3. An electrical one-line diagram showing the type and number of photovoltaic modules in each series string with voltage and kilowatt output, all disconnects, all inverters with input and output ratings and grounding method, the size of the main electrical panel in amps, and the size of the photovoltaic circuit breaker in amps.
4. Include wiring methods and types of conductors. Exposed conductors must be sunlight resistant. Identify grounding points, methods and hardware per module manufacturers instruction manual.
5. A manufactures sheet on the photovoltaic solar panels with all electrical information and UL listing.
6. A manufactures sheet on the inverter showing all electrical information and UL listing.
7. A detail showing either the supporting structure for ground mounted arrays or the attachment of the panels to the roof.
8. DC circuit cables or conductors installed within a building in non-metallic or metallic raceways or enclosures shall be identified at a maximum of five (5) foot intervals "CAUTION DC CIRCUIT".
9. A plaque showing the entire building and site identifying the location of all self generating equipment, the service point, utility meter, AC and DC disconnects, inverter, and PV array must be installed on the service disconnect.
10. Each piece of equipment that might be opened by unqualified personnel shall be marked with warning signs.
11. If roof or wind loading values exceeding 5 pounds per square foot then plans must be stamped by a registered architect, structural engineer, or civil engineer.
12. Any plans showing shop fabricated support structures, or field welding must be stamped by a registered architect, structural engineer, or civil engineer.

III. PLAN CHECK AND PERMIT ISSUANCE:

The customer shall deliver two sets of plans to the counter staff at the Building and Fire Safety Division. Plans will be assigned a permit number and an invoice will be issued for the initial plan check fee. Plans will be routed through the Planning Division and the Building Division Plans Examiner. Plans will be stamped upon approval and routed back to the Building Department counter staff who will issue the permit and notify the customer that the plans are ready for pick-up and if any fees are pending.