



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

City of El Cajon SOLAR PHOTOVOLTAIC SUBMITTAL

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 City of El Cajon Municipal Code Chapter 15.56, California Fire Code Section 605, California Electrical Code, San Diego Area Electrical Newsletter and the local utility SDG&E.

I. PLAN REVIEW

Permit application and two (2) sets of 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 Planning Division 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 manufacturer's 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. Equipment that might be opened by unqualified personnel shall be marked with warning signs.
11. Roof top and remotely located inverters require an AC disconnect within sight.
12. Provide roof access pathways from the eave to the ridge as required per California Fire Code.
13. If roof or wind loading values exceed 5 pounds per square foot then plans must be stamped by a registered architect, structural engineer, or civil engineer.
14. Any plans showing shop fabricated support structures, or field welding must be stamped by a registered architect, structural engineer, or civil engineer.
15. Ballasted Roof Systems require stamped and signed engineering for both design and roof loads.

Note: Panel bus ratings may be exceeded by the position of the inverter disconnect breaker. PV breakers shall be at the opposite end of the utility supply but when the bus is center fed, the breakers shall comply with section & 705.12(D) or a panel upgrade or load analysis may be required.

III. PLAN CHECK AND PERMIT ISSUANCE:

The customer shall deliver two (2) sets of plans to the counter staff at the Building and Fire Safety Division. Plans will be assigned a permit number. 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 then notify the customer that the plans are ready for pick-up fees required. Plans can also be submitted electronically, visit the City website for submittal instructions at www.ci-el-cajon.ca.us/content/forms/electronic.