



# Photovoltaic Systems Checklist

## For Roof Mounted Residential Systems

Building Permit Required	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Qualifies for Electrical OTC?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Staff Initials	Date		Staff Initials	Date	

### Project Information

Project Applicant \_\_\_\_\_

Site Owner Name \_\_\_\_\_

Project Address \_\_\_\_\_

PV System Description \_\_\_\_\_

### Does the Project Need a Building Permit?

1. PV system is designed and proposed for a detached single-family house.  Yes  No
2. PV system is designed for the rooftop of a house in general compliance with applicable codes.  Yes  No
3. Mounting system is engineered and designed for PV.  Yes  No
4. Rooftop is made from lightweight material such as shingles.  Yes  No
5. PV system has been pre-approved by an electrical permitting agency.  Yes  No
6. To address uplift, panels are mounted no higher than 18 inches above the surface of the roofing to which they are affixed. Except for flat roofs, no portion of the system may exceed the highest point of the roof.  Yes  No
7. Total dead load of panels, supports, mountings, raceways and all other appurtenances weigh no more than one of the following. If YES, indicate which:  Yes  No
  - No more than three and one-half (3.5) pounds per square foot (PSF)
  - Frameless panels on at least 3/12 pitch roof weighing no more than four and one-half (4.5) PSF
  - Frameless panels on at least 5/12 pitch roof weighing no more than five (5.0) PSF
8. Supports for solar panels are installed to spread the dead load across as many roof-framing members as needed to ensure that at no point loads of more than fifty (50) pounds are created.  Yes  No
9. Attachment to the roof is specified by the mounting system manufacturer.  Yes  No
10. Method and type of weatherproofing roof penetrations are provided.  Yes  No
11. The home is code compliant to setbacks and height, or code allows expansion of nonconformity for solar panels.  Yes  No

12. Panels are mounted no higher than the roof ridge or apex of the roof  
(applies only to pitched roofs).  Yes  No

Comments

**If you answered yes to all the above questions, no separate building permit is required.**

### Does the Project Qualify for a Permit with no Plan Review?

Electrical contractors can apply to waive plan review and use a template electrical diagram provided by the city when the PV system meets the requirements in this checklist. All project plans and supporting documentation must be provided on-site for the inspector. The project will be subject to a field inspection. A pre-con/job-con inspection using code 400 is required at the beginning of your installation. This is to simplify access to equipment for listing mark verification and to ensure the project is being installed per the approved plans.

1. PV modules, utility-interactive inverters and combiner boxes are identified for use in PV systems.  Yes  No
2. The AC interconnection point is on the load side of the service disconnect.  
See NEC 705.12(B).  Yes  No
3. The system meets all current NEC, City of Bellevue and Washington Cities Electrical Code requirements.  Yes  No
4. For Split-Buss panels the AC interconnection must be one of the six service disconnects.  Yes  No  N/A
5. Maximum load added to the panelboard is based on the rating of the panelboard's bus/main OCPD combination and is limited to (check combination that applies):
  - 225 amp bus/200 amp main OCPD - 13,440 watts, maximum 70 amp inverter OCPD (optional)
  - 225 amp bus/225 amp main OCPD - 8,640 watts, maximum 45 amp inverter OCPD (optional)
  - 200 amp bus/200 amp main OCPD - 7,860 watts, maximum 40 amp inverter OCPD
  - 150 amp bus/150 amp main OCPD - 5,760 watts, maximum 30 amp inverter OCPD
  - 125 amp bus/125 amp main OCPD - 4,800 watts, maximum 25 amp inverter OCPD
  - 100 amp bus/100 amp main OCPD - 3,840 watts, maximum 20 amp inverter OCPD
  - Other- Electrical Permit with Plan Review Required

Note 1: Listed unaltered factory main/bus combination. Alteration of the panelboard main OCPD will require plan review.

Note 2: The circuit conductors and overcurrent devices shall be sized to carry not less than 125 percent of the maximum currents as calculated in 690.8(A). The rating or setting of overcurrent devices shall be permitted in accordance with 240.4(B) and (C).NEC 690.8(B)(1)

Note 3: If a panelboard employs a snap switch rated 30 amperes or less in any branch circuit, it cannot be rated more than 200 amperes unless there is a supply side overcurrent protection at 200 amperes or less within the panelboard. This requirement does not apply to panelboards equipped with circuit breakers. Section 408.36(A) of the NEC.

6. I have attached the following Electrical Template and Site Plan:

- Standard Electrical Diagram- 6 Strings or Less
- Standard Electrical Diagram- 4 Strings or Less
- Standard Electrical Diagram- Micro Inverter
- None of the above- Electrical Permit with Plan Review Required

**If you answered Yes or N/A to all the above questions and are using a template diagram provided by the city, your project qualifies for an electrical permit with no plan review.**

Submit this checklist and the template electrical drawing and site plan with your online electrical permit application at [MyBuildingPermit.com](http://MyBuildingPermit.com)

*I attest that all information in this checklist is accurate to the best of my knowledge.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_