



City of Corcoran
Photovoltaic Permit Application
832 Whitley Ave
Corcoran, CA 93212
Phone: (559) 992-2151
Fax: (559) 992-2348
Building Dept Ext: 2102

Photovoltaic Permit Application
Select Location Type: **Residential / Commercial**

PERMIT NUMBER:
DATE:
PV SQUARE FOOTAGE:
VALUATION:

PHOTOVOLTAIC PERMIT PROCESSING FORM

INCOMPLETE FORMS WILL NOT BE PROCESSED OR ACCEPTED

PROJECT ADDRESS: _____

PARCEL NUMBER: _____

CONTRACTOR'S NAME:	
ADDRESS:	
CITY:	State:
ZIP:	Phone: ()
CA License #:	Expiration Date:

APPLICANT'S NAME:	
ADDRESS:	
CITY:	State:
ZIP:	Phone: ()

PROPERTY OWNER:	
ADDRESS:	
CITY:	State:
ZIP:	Phone: ()

ARCHITECT/ENGINEER:	
Sub- Contractor:	
Draftsperson:	
License Number:	
Address:	
City:	State:
Zip:	Phone: ()

FOR PHOTOVOLTAIC SYSTEM PERMIT ONLY:

- ☐ Roof (where the panels will be installed) verified with minimum of 5 to 10-yr life and in good condition (e.g. no missing, cracked or curling shingles, no visible sagging of the roof, no leaks or weaknesses and dry rot, etc.)

Description of Work: _____

Applicant's Signature: _____ **Date:** _____

* **LICENSES TO ENCROACH** are NOT valid WITHOUT an Underground Service Alert (USA) Number. Call 1-800-227-2600

*** THIS APPLICATION SHALL EXPIRE 180 DAYS FROM DATE RECEIVED UNLESS A BUILDING PERMIT HAS BEEN ISSUED. ***

*** ATTENTION ***

Mastered site plans must be EXACTLY the same as the "Approved" set, or the site plans will result in a regular plan check process and will include a standard plan check fee.

Fill in Photovoltaic System Information:

Number of Modules	
Number of ESS	
DC KW	
AC KW	
Main Panel Upgrade	Yes ☐ No ☐
AMPS	
Main SVC Breaker Size	
Roof Mounted	Yes ☐ No ☐
Ground Mounted	Yes ☐ No ☐
Existing PV System Info	

NOTE:

The Contractor is required to have a valid City of Corcoran Business License, current copies of their Certificate of General & Auto Liability Insurance and Worker's Compensation on file with the City of Corcoran Engineering Division prior to issuance of all permits

City Business License #:
Expiration Date:

PACE PROGRAM: (please circle)

CMFA	FIGTREE	YGRENE
CSCDA	HERO	OTHER:



City of Corcoran List of Contractors

Notice to General Contractors:

It is the responsibility of the General Contractor to ensure that subcontractors have both a State Contractor's License and a City Business License. The final inspection **WILL NOT** be made until this Subcontractor's list is submitted.

General Contractor:			Mailing Address:		
Jobsite Address:			Telephone Number:		
State License Number:			City Business License Number:		
Subcontractor's Name	Trade	Address	Telephone Number:	State Contractors License Number	City Business License Number

This form must be returned once completed as soon as possible. **DO NOT WAIT** until a **FINAL INSPECTION** has been scheduled.



Submittal Requirements Solar Photovoltaic Installations 10 kW or less In One- and Two-Family Dwelling Units

This is to guide applicants through a streamlined permitting process for Solar Photovoltaic (PV) projects 10 kW in size or smaller. This provides information about submittal requirements for plan review, required fees and inspections.

1. Approval Requirements

The following permits are required to install a Solar PV system with a maximum power output of 10 kW or less:

A. RESIDENTIAL OR COMMERCIAL SOLAR PHOTOVOLTAIC PERMIT.

Planning review is required for Solar PV installations of this size. Fire Department approval is not required for Solar PV installations of this size.

2. Submittal Requirements

- A. Complete our Photovoltaic Permit Application form. This permit application form can be found and downloaded on our city website at: www.cityofcorcoran.ca.gov
- B. Two (2) sets of Plans (Printout) and an electronic (PDF) copy either email or on a flash drive.
- C. Demonstrate compliance with the eligibility checklist for expedited permitting. The criteria can be downloaded at: www.cityofcorcoran.ca.gov
- D. A completed Standard Electrical Plan. The standard plan may be used for proposed solar installations 10 kW in size or smaller.

If standard electrical plans are not provided for use, an electrical plan should be submitted that includes the following.

- *Locations of main service or utility disconnect*
- *Total number of modules, number of modules per string and the total number of strings*
- *Make and model of inverter(s) and/or combiner box if used*
- *One-line diagram of system*
- *Specify grounding/bonding, conductor type and size, conduit type and size and number of conductors in each section of conduit*
- *If batteries are to be installed, include them in the diagram and show their locations and venting*
- *Equipment cut sheets including inverters, modules, AC and DC disconnects, combiners and wind generators*
- *Labeling of equipment as required by CEC, Sections 690 and 705*
- *Site diagram showing the arrangement of panels on the roof or ground, north arrow, lot dimensions and the distance from property lines to adjacent buildings/structures (existing and proposed)*

- For amperage 200A and below, existing electrical load calculations (for house electrical system) are required.

E. A roof plan showing roof layout, PV panels and the following fire safety items: approximate location of roof access point, location of code-compliant access pathways, PV system fire classification and the locations of all required labels and markings. Examples of clear path access pathways are available in the State Fire Marshal Solar PV Installation Guide.

<http://osfm.fire.ca.gov/pdf/reports/solarphotovoltaicguideline.pdf>.

F. Completed expedited Structural Criteria along with required documentation.

For non-qualifying systems, provide structural drawings and calculations stamped and signed by a California-licensed Civil or Structural Engineer, along with the following information.

- The type of roof covering and the number of roof coverings installed
- Type of roof framing, size of members and spacing
- Weight of panels, support locations and method of attachment
- Framing plan and details for any work necessary to strengthen the existing roof structure
- Site-specific structural calculations
- Where an approved racking system is used, provide documentation showing manufacture of the rack system, maximum allowable weight the system can support, attachment method to the roof or ground and product evaluation information or structural design for the rack system

3. Permit/Plan Review

PV Permit Applications can be submitted to the Community Development Department of City of Corcoran at 832 Whitley Avenue, Corcoran, CA 93212 or email at BuildingPlanningPermits@cityofcorcoran.com. Permit applications utilizing standard plan may be reviewed and approved in two (2) to five (5) days.

4. Standard Fees

Type of Fee	Fee
Building Fee/Inspection	\$395.00 + IT and Training fee attached to every permit
Main Electrical Panel Upgrade	\$151.00
Addendum's	\$77.00

5. Inspections

Once all permits to construct the solar installation have been issued and the system has been installed, it must be inspected before final approval is granted for the Solar System. On-site inspections are available on Monday, Wednesday and Friday by voicemail at **(559) 992-2151 Ext. 2104** and must be called in before 8:30am the day of inspection chosen. Permit holders must be prepared to show the original provided Inspection Card (Green Card)/conformance with all technical requirements in the field at the time of inspection. The inspector will verify that the installation is in conformance with applicable code requirements and with the approved set of plans.

The inspection checklist provides an overview of common points of inspection that the applicant should be prepared to show compliance. If not available, common checks include the following.

- Number of PV modules and model number match plans and specification sheets number match plans and specification sheets.
- Array conductors and components are installed in a neat and workman-like manner.
- PV array is properly grounded.
- Electrical boxes are accessible, and connections are suitable for the environment.
- Array is fastened and sealed according to the attachment detail.
- Conductor ratings and sizes match plan
- Appropriate signs are properly constructed, installed and displayed, including the following.
 - Sign identifying PV power source system attributes at DC disconnect
 - Sign identifying AC point of connection
 - Sign identifying switch for alternative power system
- Equipment ratings are consistent with application and installed signs on the installation, including the following.
 - Inverter has a rating as high as max voltage on PV power source sign.
 - DC-side overcurrent circuit protection devices (OCPDs) are DC rated at least as high as max voltage on sign.
 - Switches and OCPDs are installed according to the manufacturer's specifications (i.e., many 600VDC switches require passing through the switch poles twice in a specific way).
 - 600VDC switches require passing through the switch poles twice in a specific way).
 - Inverter is rated for the site AC voltage supplied and shown on the AC point of connection sign.
 - OCPD connected to the AC output of the inverter is rated at least 125% of maximum current on sign and is no larger than the maximum OCPD on the inverter listing label.
 - Sum of the main OCPD and the inverter OCPD is rated for not more than 120% of the bus bar rating.

6. Contact Information

For additional information regarding this permit process, please consult/contact the Building Official at **(559) 992-2151 Ext: 2110** or the City Building Inspector at **Ext: 2102**.

Project's may be emailed to the to the following address:

BuildingPlanningPermits@cityofcorcoran.com



City of Corcoran
Building Permit & Inspection Department
832 Whitley Ave, Corcoran, CA 93212
(559) 992-2151 Ext: 2110 or Ext: 2102

**THIS FORM MUST BE ATTACHED TO THE INSPECTION CARD AT TIME OF
INSPECTION OR EMAILED TO BUILDING INSPECTOR**

**STATEMENT OF COMPLIANCE INSTALLATION OF SMOKE
ALARMS AND/OR CARBON MONOXIDE ALARMS**

For Exterior work with a valuation greater than \$1,000.00. If the owner will not be available to allow the Building Inspector access to the interior of the residence, to inspect the installation of smoke and /or carbon monoxide alarms, this compliance form may be used.

ADDRESS OF WORK: _____

I, _____ (HOMEOWNER),
Print Name

I, _____ (CONTRACTOR),
Print Name

MUST SELECT ONE OF THE OPTIONS BELOW:

- ☐ Will be installing Smoke Alarm's/Carbon Monoxide Alarm's
* Circle the units installed.
- ☐ Have existing Smoke Alarm's/Carbon Monoxide Alarm's
* Circle the existing units.

**Per the 2010 California Residential Code and the California Health &
Safety Code as noted below:**

Smoke Alarms: CRC Section R314 & HSC Section 13113.7 & 13113.8
Carbon Monoxide Alarms: CRC Section R315 & HSC Section 17926

The units were installed under Building Permit Number: _____, and were
installed as per manufacturer's installation instructions; or are ☐ existing.

I am aware that non-compliance with the California Health & Safety Code is an infraction punishable by
a maximum fine of two hundred dollars (\$200.00) for each offense.

Signature of Homeowner

Date

Signature of Responsible Party

Date



Consent Form of Roof Life/Age Span

Project Address: _____ **Date:** _____

The undersigned herein acknowledges to the **City of Corcoran, Building and Safety Division of Community Development** that he/she is aware the Photovoltaic project at the address on the form below has a roof that is **15 years of age or older** and has not received a Re-Roof within those years. The owner/s and contractor/s have been informed that according to our records there has not been a issued residential re-roof permit for the last 15 to 20 years.

The City will **NOT** require a re-roof prior to issuing a Photovoltaic permit. However, a signature is required from the owner of the property and contractor acknowledging the age of the existing roof prior to issuing a permit for a roof mounted Photovoltaic system.

The under signees herein states that he/ she is in lawful possession of, or control of the property designated below and consents to the mentioned above

Signature of Property Owner: _____ **Date:** _____

The under signees herein states that he/she is the contractor for the designated property and is responsible for performing work under a CSLB License and consents to the mentioned above

Signature of Contractor: _____ **Date:** _____