The required plans and permits for installing a solar photovoltaic (PV) energy system vary according to the type of property and the PV system.

Please note: All rooftop panels must be installed to minimize visual impacts and must meet the minimum development standards prescribed in Municipal Code Title 20.

**QUALIFYING SINGLE-FAMILY/DUPLEX PV PROJECTS**

Qualifying projects on single-family and duplex properties can secure a permit online at www.sjpermits.org. The City Inspector will review the electrical plan at the project site on the day of inspection if the project qualifies by meeting ALL of the following criteria:

- Must be a rooftop installation
- Total panel weight including frame is less than 5 pounds per square foot
- Maximum concentrated load at each point of support is less than 40 pounds
- Maximum height above the roof surface is less than 18 inches
- PV panels are not ballasted

If the project does NOT meet all of the above criteria, you must follow the permit and plan requirements outlined for All Other PV Projects.

**ALL OTHER PV PROJECTS**

For multifamily, non-residential, and non-qualifying single-family/duplex projects, submit a Building Permit Application with plans to the Permit Center (no appointment necessary) that include:

- Site plan that shows the building footprint, location of the PV panels, and locations of photovoltaic and utility interconnection point
- Building plans that show:
  - Framing plan that shows and specifies existing and new framing/support
  - Details of anchorage, interconnection of elements, and weather proofing of roof perforations
  - Structural calculations verifying capacity of proposed system to resist vertical and lateral loads
  - Non-ballasted installations need to specify the method of mechanical attachment to supporting structural elements. Structural elements include, but are not limited to, roof rafters, trusses, purlins, beams, and blocking. Plywood sheathing and spaced sheathing are not considered structural members.
- Electrical plans that show:
  - System configuration and location of modules, array, and equipment including location of Balance of System
  - Conduit sizes and routing; location of disconnecting means; and required overcurrent devices
  - Short circuit current and show and summarize open circuit voltage

**OTHER PERMITS THAT MAY BE REQUIRED**

- **PV projects not located on a rooftop require a Planning Permit.** Call or visit the Permit Center and ask to speak with a planner for instructions on how to proceed. See sidebar for contact info.
- **PV projects that use the public right-of-way require a Public Works Permit.** If the PV installation entails temporarily occupying right-of-way space or trenching or underground boring in the right-of-way, then you need a Public Works Permit. See sidebar for contact info.
- **PV projects on a commercial or multifamily (3 or more units) property require Fire Department plan review.** The Fire Department reviews plans for compliance with the Photovoltaic Installation Guidelines issued by the California State Fire Marshall. See sidebar for contact info.