Plan check number (for office use): _____

Community Development Department
Building & Engineering Division
214 South C Street
Oxnard, CA 93030
(805) 385-7925
www.oxnard.org/build

Project Address: _____

Photo Voltaic System Requirements for Expedited Review-Eligibility Checklist

GENERAL REQUIREMENTS

A. System size is 10kW alternating current nameplate rating or less □ Y □ N
B. The solar array is roof-mounted on 1 or 2 family dwelling or accessory structure □ Y □ N
C. The solar panel/module arrays will not exceed the maximum legal building heigh □ Y □ N
D. Solar system is utility interactive, without battery storage, and without GMA □ Y □ N
E. Permit application is completed and submitted with plans □ Y □ N
F. The following racking system will be used:_____ □ Y □ N
G. Is this a non-ballasted system? □ Y □ N

Plan Requirements:

◊ Plans must be complete, accurate and drawn to scale □ Y □ N
◊ The minimum paper size is 18" x 24" and the maximum paper size is 36" x 42" □ Y □ N
(A maximum of (2) 8.5 " x 11" sheets may be used if all information can be provided)
◊ Provide (3) complete sets of plans with numbered pages and a sheet index (if needed □ Y □ N
◊ Electronic plan submittals may be made through the City's online portal at: □ Y □ N
oxnard.org/building-permit-application

Information Required on the Plans:

- The first sheet of the plans **must** contain the following:

◊ Name, address, phone number of owner, engineer, architect or designer as appropriat □ Y □ N
◊ Address of proposed project with assessor's parcel number and land use zone □ Y □ N
◊ A complete description of the scope of work as follows: □ Y □ N
"*Install (x) kW solar photovoltaic system including solar array and (x) inverters mounted on (BUILDING NAME) as a supplemental electrical supply system connected to the utility supply through the service equipment."*
◊ California structural engineering certification letter for the complete racking system □Y □ N

- A complete site plan showing the following:

◊ All property lines and easements, include north arrow □ Y □ N
◊ Existing structures with distances in between and from property lines □ Y □ N
(include patio covers, decks, trellises, pools, etc…)
◊ Location of all proposed work □ Y □ N
◊ Distance between maximum height of proposed work and structure it is mounted on □ Y □ N

- Include plan details showing all structural elements including roof framing members affected (e.g.. spacing and spans of roof joists), connectors and, if applicable, engineering calculations and design

ELECTRICAL REQUIREMENTS

◊ For central inverter systems: No more than (2) inverters are utilized □ Y □ N

◊ The PV system is interconnected to a single-phase AC service panel of nominal 120/240 Volts AC with a bus bar rating of 225 Amps or less. Panel may be new or existing. □ Y □ N

◊ The PV system is connected to the load side of the utility distribution equipment. No GMA connections □ Y □ N

◊ An electrical plan showing the following: □ Y □ N

» Location of main service

» Total number of modules, number of modules per string and the total number of strings

» Make and model of inverter(s)

» Equipment cut sheets including inverters, modules, AC and DC disconnects and combiner box(es)

» Labeling of equipment as required by CEC, Sections 690 and 705

» One-line diagram of system

Information Required on Electrical One-line Diagram:

◊ Main service-New or existing; busbar amps; Main breaker amps; P.V. breaker amps □ Y □ N

◊ Inverter/Microinverter/Optimizer-Make and model; quantity □ Y □ N

◊ AC and DC disconnects-location(s); voltage and amperage rating □ Y □ N

◊ Junction/Combiner Box-Make and model; NEMA rating □ Y □ N

◊ Modules-Make and model; quantity; voltage; wattage □ Y □ N

◊ Conduit and wire- Sizes and types □ Y □ N

◊ Grounding and bonding requirements □ Y □ N

FIRE SAFETY REQUIREMENTS

A. Clear access pathways provided □ Y □ N

B. Fire classification solar system is provided □ Y □ N

C. All required markings and labels are provided □ Y □ N

D. A diagram of the roof layout of all panels, modules, clear access pathways and approximate locations of electrical disconnecting means and roof access points is shown on plans □ Y □ N

NOTE: ***If any items are checked NO, revise design to fit within Eligibility Checklist, otherwise permit application shall go through the standard process.***

To the best of my knowledge, the information above is true and correct:

_____ _____

□ Owner □ Contractor Authorized Signature(s) Date