



Development Services
Building & Safety Division

Solar PV Residential Requirements for Streamlined Review

The City of San Juan Capistrano encourages the installation of solar energy systems by offering low permit fees and timely permit review and inspection services. Small solar photovoltaic (PV) systems (10 kW AC or less) on rooftops of single family or duplex homes are eligible for a streamlined permitting process through Ordinance No. 7,415-N.S. which added Chapter 19.14 to the San Juan Municipal Code, in compliance with California Government Code Section 65850.5 (California Assembly Bill 2188).

This streamlined permitting process allows for the use of standard electrical plans and structural engineering criteria. Permits are processed over-the-counter or within 1 business day if brought into the Building and Safety Counter. One consolidated inspection will be performed when installation is complete.

Eligibility

Review the Eligibility Checklist to determine whether the project qualifies for streamlined solar PV permitting. If the project is eligible, follow the steps below. If not, please refer to the Solar Photovoltaic (PV) System Submittal Requirements for a complete description of the information required on the plans for solar PV permitting and submit the application in person at the Building and Safety Counter.

Submittal Requirements

All plans submitted for solar PV systems must comply with, and reference, the 2016 California Building Standards Code that became effective on January 1, 2017, including the 2016 California Residential Code (CRC) and 2016 California Electric Code (CEC), as appropriate.

NOTE: Effective January 1, 2015, San Juan Capistrano homes must have Class A solar PV systems (photovoltaic panels with the rack support system) in compliance with the California State Fire Marshal information bulletin and submit certificates indicating compliance.

Plans must be drawn to scale (or at the very minimum are fully dimensioned), readable, and legible. Submittals must include the following (elements can be combined if clarity is maintained):

1. Code Compliance Checklist for Solar Photovoltaic (One- or Two- Family Dwellings) complete and submit this Checklist detailing the permit submittal and code requirements. Required plans include:
 - a. **Schematic Site Plan** – follow directions in the Checklist
 - b. **Structural Plan** – follow directions in the Checklist
 - c. **Electrical Plan** – follow directions in the Checklist, or in lieu of the Electrical Plan described in the Checklist, these standard plan worksheets (whichever applies) may be submitted.
2. Permit Application

Submittal

1. **In Person** - Small residential rooftop solar PV permits are processed over-the-counter or within 1 business day.

Inspection

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.