



# City of Pittsburg

## Community Development Department / Building Division

Civic Center, 65 Civic Avenue, Pittsburg CA 94565

Phone: (925) 252-4910 Fax: (925) 252-4814

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## Residential Rooftop Photovoltaic Submittal Requirements

Initial submittal can be made online at [permit@ci.pittsburg.ca.us](mailto:permit@ci.pittsburg.ca.us) The submittal will be reviewed by staff upon receipt and the applicant will be notified via email upon acceptance. Confirmation of receipt and approval can be verified by calling the Building Division at (925) 252-4910. Three sets of drawings, calculations and product details will be required at the time of issuance. These hard copies are to be provided by the applicant. In addition, a City of Pittsburg Business License must be obtained. Staff will verify CA license standing and Workmen's Compensation Insurance standing.

### Three complete sets of 11x17 construction plans are required and shall include:

1. Cover Sheet
  - a. Project address, property owners name and mailing address.
  - b. Plot plan or aerial vicinity map.
  - c. Page index.
  - d. Current California Code references.
  - e. Contractor's information including CA license number and mailing address.
2. Following plan pages shall include:
  - a. Roof plan. The roof plan shall note all modules, fire district access, the location of electrical main panel and solar disconnects.
  - b. Side view of proposed installation noting roof pitch, number of stories, type of existing roofing material.
  - c. Panel anchorage / attachment details. This shall include the manufacturer's installation instructions and design engineer approvals. 8x11 sheets are appropriate.
  - d. Electrical one line diagram including name of the designer. This shall note panels, inverter, proprietary panels, disconnects, specific over current devices both existing and proposed and conductor sizes both line and grounding. Clearly note if a service upgrade will be included within the scope of work.
  - e. List and show all appropriate labels to be applied.
  - f. Provide cut sheets for all associated electrical equipment noting appropriate agency approvals such as UL. 8x11 sheets are appropriate.