

COMMERCIAL DISTRIBUTED GENERATION & PHOTOVOLTAIC INSTALLATION CHECKLIST

PRE CONSTRUCTION APPLICATION	
	Review Roseville Electric Utility's Commercial Constructions Specifications and Rule 21 .
PRE CONSTRUCTION APPLICATION PROCESS: PLANS FOR YOUR PROJECT MUST BE APPROVED BY ROSEVILLE ELECTRIC UTILITY BEFORE APPLYING FOR A BUILDING PERMIT	
	<p>Contractor submits the following required documents:</p> <ol style="list-style-type: none"> Roseville Electric Commercial Interconnection Application. CSI-EPBB Report for each elevation. Approved plan set. Email all documents to solar@roseville.ca.us with the subject "New Interconnection - Last Name, Address". <p>*Customers with less than 12 months of historical energy usage may use 3 kWh multiplied by the square footage of the building to calculate the maximum system size.</p>
	<p>Contractor obtains a building permit from the City of Roseville (916)-774-5332 or at the Online Permit Center.</p> <p>After the contractor receives both a Roseville Electric Interconnection approval and a City of Roseville building permit, the contractor may proceed with system installation.</p>
POST CONSTRUCTION PROCESS	
	If changes have occurred: Resubmit the corrected interconnection application and CSI-EPBB report(s) as applicable, and a written description of the change. E-mail to solar@roseville.ca.us with the subject " CHANGED SYSTEM – Last name, Address "
	Contractor schedules inspection with Roseville Electric Utility by calling (916) 797-6937.
	Contractor schedules final permit inspection with the City of Roseville Building Permit department by calling (916) 774-5333.
	Customer-Generator signs Commercial Permit to Operate request and emails the document to solar@roseville.ca.us .
	Contractor sends a completed and signed off building permit to solar@roseville.ca.us and label as " FINAL– Last name, Address ".
ROSEVILLE ELECTRIC UTILITY POST CONSTRUCTION PROCESS	
	<p>Review of final paperwork for compliance to program and accuracy to the submitted project occurs. Once project submittals are complete and approved:</p> <ul style="list-style-type: none"> Roseville Electric Utility will order a new meter to be set. There may be a power outage when the meter set. After the meter is set, the customer-generator may now turn on the solar energy system. Roseville Electric Utility will change the customer-generator's rate code to Solar 2.0. Roseville Electric Utility will send an email with permit to operate approval.