CITY OF SANTA CLARITA  
Building & Safety Division

WORKSHEET FOR PHOTOVOLTAIC SYSTEM PLAN CHECK

(This worksheet is NOT to be used for AC modules or micro-inverter systems)

ONE WORKSHEET IS REQUIRED FOR EACH INVERTER-SYSTEM

All information requested on this form must be provided with the permit application in order to be considered for an over-the-counter plan check. Approval of plans by the Los Angeles County Fire Department, and the City of Santa Clarita’s Planning and Development Services divisions is required for roof and/or ground-mounted systems prior to applying for a building permit.

**Supplied Information**  
(Check “Yes” or “No”)

<table>
<thead>
<tr>
<th>Information</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic site diagram supplied with the permit package</td>
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<tr>
<td>Location of major equipment identified on plans</td>
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<tr>
<td>One-line diagram supplied with the permit package</td>
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<tr>
<td>Array configuration shown</td>
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<tr>
<td>All wiring identified by type and size</td>
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<tr>
<td>All conduit identified by type and size</td>
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<tr>
<td>Main disconnect specified</td>
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<tr>
<td>Inverter specified and cut sheet provided</td>
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<td></td>
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<tr>
<td>Modules to be used specified and cut sheet provided</td>
<td></td>
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<tr>
<td>System grounding specified and details provided</td>
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<tr>
<td>Racking system detailed on the plans</td>
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<tr>
<td>All required signage specified on the plans</td>
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**Inverter Information**

Inverter Model No.: ________________________________

_______ Watts: Max continuous output **power**

_______ Volts: Max DC **voltage** rating of inverter

**Photovoltaic (PV) Module Information**

(all values are to be based on the Standard Test Conditions- STC)

Module Model No.: ________________________________

_______ Volts: Open-circuit **voltage** (*Voc*)

_______ Volts: Maximum power **voltage**  
(voltage at Pmax) (**MPP**)  

_______ Amps: Short-circuit **current** (*Isc*)

_______ Amps: Maximum series **fuse rating**

_______ Watts: Maximum **power**  
(Pmax on Label)

_______ Amps: Maximum **current**  
(Current at Pmax)

**Array Information**

(Provide a separate worksheet for each inverter)(Highest number of modules in any single string shall be used for voltage calcs)

_______ Number of modules in each string  
(different number of modules in strings shall be listed separately)

_______ Number of strings in this system

_______ Total number of modules in this system

_______ (Volts DC) **Operating voltage**  
(number of modules in each string x module voltage at Pmax)

_______ (Amperes) **Operating current**  
(number of strings x module current at Pmax)

_______ (Volts DC) **Maximum system voltage**  
(690.7 - the sum of the rated open-circuit voltage of the  
series-connected modules multiplied by 1.12 temperature factor from Table 690.7)

*(See next sheet for Monocrystalline panels)*
*Monocrystalline Module Maximum System Voltage Calculation:

\[
(V_{oc} \text{ Coef} \times (-5^\circ C - 25^\circ C)) + V_{oc} \text{ (STC)} \times \text{# of modules in series} = \text{Max. Sys. Voltage w/temp. adjustment.}
\]

**Calculation:**

**Wiring**

ONLY IF A COMBINER BOX IS USED Specify the minimum PV source circuit conductor ampacity (number of strings x ISC x 1.56) or mark: “N/A”

**Overcurrent Protection**

Specify the point-of-connection location on the existing service panel:

<table>
<thead>
<tr>
<th>Load side</th>
<th>Supply side</th>
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</table>

Specify the overcurrent protection at the main panel point of connection of the PV system. (i.e. 2pole, 30amp, etc.)

Specify the point of connection bus bar rating (main panel bus rating)

Specify the main breaker for the service (i.e. 200amps, 100amps, etc.)

**Roof Information**

Weight of the array for the rooftop system, in pounds per square foot, including mounting hardware

Identify roofing type (e.g. comp shingle, masonry tile, wood shake, etc.)

**Ground Mounting Structure for Ground-Mounted Structures**

NO OVER-THE-COUNTER PLAN CHECK WILL BE PERFORMED ON GROUND-MOUNTED ARRAYS

Separate structural review of the proposed support structure and proposed location must be performed, in addition to the regular plan check. These types of systems must be submitted for regular plan check. This worksheet must be provided.

Details of the array supports, framing members, and foundation posts and footings provided Yes □ No □

Information on mounting structure(s) construction provided (If the structure exceeds 6 feet in height from finished grade at any point, engineering is required) Yes □ No □

Detail showing the module attachment method to the structure provided Yes □ No □

**PLEASE REVIEW THE FOLLOWING INFORMATION IF OAK TREES ARE PRESENT**

- Oak trees cannot be trimmed back to accommodate for the solar modules. This applies to both roof and ground-mounted installations.
- The panels must be located in an area to accommodate the oak trees (which were there first) and are protected by City ordinance.
- The location should take into consideration the future growth of existing oak trees. Oak trees can and will grow to a height of 70 feet.
- Removal of oak trees will not be approved to accommodate ground-mounted solar modules. The resident will have to explore other options (roof-mounted, for example).
- Roof-mounted installations that have no required trenching or conflict with the canopy of the oak tree may be approved without an inspection.
- All ground-mounted applications should be forwarded to the Urban Forestry division for a quick review to see if a site inspection is necessary.