



Building Safety Department
1 Town Square ~ Murrieta, CA 92562
951-461-6051 www.MurrietaCA.Gov

Submittal Requirements for Solar Photovoltaic Systems

This handout is designed for assistance in obtaining a permit to install a Roof or Ground mounted Photovoltaic System.

SPECIAL INSTRUCTIONS PLEASE READ

Please email PDF of plans to <https://solarpermit.murrietaca.gov/filedrop/SolarPermits> for plan review. In the **“subject”** of the email provide the property address. Once your plans are approved by both the Building Safety and Planning Departments for permit issuance, you will receive an email instructing you to schedule an appointment to complete the process.

CONSTRUCTION PLANS SHALL INCLUDE BUT NOT BE LIMITED TO:

Cover Sheet:

1. Site Address
2. Size of System
3. Provide weight, length, width and depth of panels
4. Provide number of Panels and Inverters or Micro-Inverters
5. Building code data: 2016 California Residential Code (CRC) and the 2016 California Electrical Code (CEC)

Site Plan: (The cover sheet and plot plan may be combined)

Provide North arrow, identification of street frontage; show existing building footprint and location of photovoltaic system and setbacks to property lines and/or easements.

Electrical Plan:

1. Electrical Plot Plan.
2. Single Line Diagram to include wire/conduit size and type.
3. Existing main service size, location; proposed panel relocation or upgrade.

Supplemental Information: (Provide and include with email submittal)

1. A completed permit application. Include the number of panels, inverters, system size in kw DC and valuation.
2. Structural Calculations with a letter from a California Licensed Engineer indicating the racking system has been reviewed and approved and is in compliance with the 2016 CBC.
3. Cut sheets on ALL equipment (inverters, panels, racking system, disconnect, etc.)
4. All required PV Signage.
5. General Note on all submittals: **“No vents (dormer, plumbing, mechanical) to be covered or routed around Solar Modules”**. Relocation of said items only allowed subject to review and approval.