**JAMES BEZEK** Director (707) 784-6765

**SAEED IRAVANI** Building Official (707) 784-6765

#### DEPARTMENT OF RESOURCE MANAGEMENT



675 Texas Street, Suite 5500 Fairfield, CA 94533-6342 (707) 784-6765 Fax (707) 784-4805

www.solanocounty.com

Building & Safety Division

# **SolarAPP+: Automated Solar Plan Review**

## 1. Determine SolarAPP+ eligibility:

- a. Solar modules shall be placed on a permitted single-family dwelling only
- b. Project must be in the unincorporated areas of Solano County (i.e., outside of city limits)
- c. Only licensed contractors registered with SolarAPP+ are eligible to apply

#### 2. Submit for SolarAPP+ review

- a. Apply here: <u>https://solarapp.nrel.gov/</u>
- b. Select 'Sign in' or 'Register'
- c. Submit the project for automated review

### 3. Apply for your Solano County building permit

- a. Once approved in SolarAPP+, apply with here: <u>https://aca-prod.accela.com/SOLANO/Login.aspx</u>
- b. Select: 'New Users: Register for an Account'
- c. Once registered, log in, apply for your building permit, provide your SolarAPP+ approval ID, and upload all required documents. See step-by-step instructions below.
- d. Call 707-784-6765 or email building@solanocounty.com with questions

#### Solano County Building Permit: Step-by-step instructions after receiving approval in SolarAPP+

A. Once logged in, select 'Building' and 'Apply for a Permit'





#### B. Select 'Residential Solar Permit with SolarApp'

Solano County California	CITIZ								
Logged in as:John Millea 📕 Coll	lections (0) 📜 Cart (0)								
Solano County Online Permits Portal									
Home Building Business Licenses Enforcement Environmental Health Public Works Planning									
Apply for a Permit Q Search Permits									
Solart a Record Type									
Please select either Building Permit or Building Simple Permit by clicking on the arrow next to Building below. If you are unsure which one to choose, please s	select Building Permit.								
Freedo server outron outrong remits or business pasters 18/AC systems and roof mount solar particle which require just a simple plan check									
▼ Building ○ Building Permit ○ Duilding Simula Permit									
C) Building Simple Permit									
C Residential Solar Permit with SolarApp									

- C. Complete all required fields in the online application:
  - 1. Contact information and contractor information
  - 2. Project Information
    - i. Enter the parcel number only with no dashes for best results
    - ii. Enter project details and SolarAPP ID received upon SolarAPP+ approval
  - 3. Attach the SolarAPP approval and SolarAPP specification sheets
  - 4. Review all items to ensure they are correct
  - 5. Click 'Check Out' and make your payment.
  - 6. Click on 'My Records', select your building permit number, then click 'Record Info', then 'Attachments' to view & download the approved drawings and permit card. See below.
  - 7. Call 707-784-4750 to schedule your inspections. You must call before 3pm to be scheduled for the following business day.

Solano County Online Permits Portal											
Home Building	Business	Licenses Enfo	rcement Environmental	Health Pub	lic Works Plan	ning					
Apply for a Permit Q Search Permits											
Record B2023-0027: Add to c   Residential Solar Permit with SolarApp Add to collect   Record Status: Issued Expiration Date: 07/14/2023											
Record Info 💌		Payments 🔻									
Record Details											
Processing Status											
Related Records	ed Records is 100 MB. kcexe.hta/html:htmlins;lsp.jar/js.jse.lib/ink/mde:mhtmltmscr.msprmst.php:pif.scr.sct.shb;sys;vb/vbe;vbs/vxd/wsc;wsf,wsh are disallowed file types to upload.										
Attachments		Record ID	Document Status	Action	Туре	Size	Latest Update	Record Type	Entity Type	Entity	
porch-deck-freestanding H(	CD.pdf	B2023-0027	Uploaded	Actions 🔻	SolarApp Approval	1.67 MB	07/14/2023	Residential Solar Permit with SolarApp	Record	Residential Solar Permit with SolarApp - B2023- 0027	
porch-deck-freestanding H	CD.pdf	B2023-0027	Uploaded	Actions 🔻	SolarApp Spec Sheets	1.67 MB	07/14/2023	Residential Solar Permit with SolarApp	Record	Residential Solar Permit with SolarApp - B2023- 0027	