

Eligibility Checklist for Expedited Solar Domestic Water Heating Permitting for Oneand Two-Family Dwellings

GENERAL REQUIREMENTS

B. C. D.	System size is 30 kWth (462 square feet of collector) or less The solar array is roof-mounted on one- or two-family dwelling or accessory structure The solar collector arrays will not exceed the maximum legal building height Solar collectors are certified by an accredited listing agency Solar domestic water heating system is certified by an accredited listing agency	□ Y □ Y □ Y □ Y	□ N □ N □ N □ N
E. F. G. H.	Permit application is completed and attached	□ Y □ Y □ Y	□ N □ N □ N
l.	Heat transfer fluid is either water or a nontoxic fluid	□ Y	□N
PLU	JMBING REQUIREMENTS		
A.	Adequate extreme temperature protection is provided	□ Y	□N
STI	RUCTURAL REQUIREMENTS		
A.	A completed Structural Criteria and supporting documentation is attached (as required)	□ Y	□N

Notes:

These criteria are intended for streamlined solar permitting process.

1. If any items are checked NO, revise design to fit within Eligibility Checklist, otherwise permit application may go through standard process.



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PLU	JMBING REQUIREMENTS		
A. B.	Adequate extreme temperature protection is provided (if applicable) Standard one-line plumbing diagram is provided with components showing solar	ПΥ	\square N
	interface with existing plumbing	ΩΥ	\square N
STF	RUCTURAL REQUIREMENTS		
A.	A completed Structural Criteria and supporting documentation is attached (as required)	□ Y	\square N

Notes:

These criteria are intended for streamlined solar permitting process.

1. If any items are checked NO, revise design to fit within Eligibility Checklist, otherwise permit application may go through standard process.

Submittal Requirements Bulletin – Solar Domestic Water Heating Installations 30 kWth or Less in One- and Two-Family Dwellings

This information bulletin is published to guide applicants through a streamlined permitting process for solar domestic water heating (SDWH) projects 30 kWth (462 square feet) in size or smaller. This bulletin provides information about submittal requirements for plan review, required fees and inspections.

1. Approval Requirements

The following permit is required to install a SDWH system with a maximum thermal output of 30 kWth or less:

a) Solar permit.

Planning review is required for SDWH installations of this size.

2. Submittal Requirements

- a) Completed permit application form.
- b) Demonstrate compliance with the eligibility checklist for expedited permitting.
- c) A completed Standard Plumbing, Electrical, Structural, and Mechanical Plan.
- d) A roof plan showing roof layout and solar collectors with attachment details.
- e) System schematic, including major components.
- f) Equipment cut sheets including collectors, controller, storage tank/heat exchanger (if applicable).
- g) Completed expedited Structural Criteria checklist along with required documentation.

For systems that do not meet all the requirements in the structural criteria checklist, provide structural drawings and calculations along with the following information:

- The type of roof covering and the number of roof coverings installed
- Type of roof framing, size of members and spacing
- Weight of panels, support locations and method of attachment
- Framing plan and details for any work necessary to strengthen the existing roof structure
- Site-specific structural calculations
- Where an approved racking system is used, provide documentation showing manufacture of the rack system, maximum allowable weight the system can support, attachment method to the roof or ground and product evaluation information or structural design for the rack system

3. Plan Review

Permit applications can be submitted to Building and Safety in person at 320 W. Newmark Ave., Monterey Park, CA 91754 or electronically through the following email BuildingPermitCounter@montereypark.ca.gov.

Permit applications utilizing standard plan may be approved "over the counter" at 320 W. Newmark Ave., Monterey Park, CA 91754. Permit applications may also be submitted electronically for "over the counter" approval at the following email BuildingPermitCounter@montereypark.ca.gov.

Permits not approved "over the counter" should be reviewed in three business days.

4. Fees

Based on valuation of scope of work in accordance with fee resolution.

5. Inspections

Once all permits to construct the solar installation have been issued and the system has been installed, it must be inspected before final approval is granted for the solar system. On-site inspections can be scheduled by contacting Building and Safety at (626) 307-1229 and Planning at (626)307-1315 at (626)307-1308 or electronically at https://aca.accela.com/montereypark/. Inspection requests received prior to 4pm of a business day are typically scheduled for the next business day. If next business day is not available, inspection should happen within a five-day window.

Permit holders must be prepared to show conformance with all technical requirements in the field at the time of inspection. The inspector will verify that the installation is in conformance with applicable code requirements and with the approved plans.

The inspection checklist provides an overview of common points of inspection that the applicant should be prepared to show compliance.

6. Division of Building and Safety

For additional information regarding this permit process, please contact Building and Safety Division at https://aca.accela.com/montereypark/ or at (626) 307-1300.

Submittal Requirements Bulletin – Solar Pool Heating Installations 30 kWth or Less in One- and Two-Family Dwellings

This information bulletin is published to guide applicants through a streamlined permitting process for solar pool heating (SPH) projects 30 kWth (462 square feet) in size or smaller. This bulletin provides information about submittal requirements for plan review, required fees and inspections.

1. Approval Requirements

The following permit is required to install a SPH system with a maximum thermal output of 30 kWth or less:

a) Solar permit.

Planning review is required for SPH installations of this size.

2. Submittal Requirements

- a) Completed permit application form.
- b) Demonstrate compliance with the eligibility checklist for expedited permitting.
- c) A completed Standard Plumbing, Electrical, Structural, and Mechanical Plan.
- d) A roof plan showing roof layout and solar collectors with attachment details.
- e) System schematic (isometric), including major components.
- f) Equipment cut sheets including collectors, controller, motorized valve (if applicable).
- g) Completed expedited Structural Criteria checklist along with required documentation.

For systems that do not meet all the requirements in the structural criteria checklist, provide structural drawings and calculations along with the following information:

- The type of roof covering and the number of roof coverings installed
- Type of roof framing, size of members and spacing
- Weight of panels, support locations and method of attachment
- Framing plan and details for any work necessary to strengthen the existing roof structure
- Site-specific structural calculations
- Where an approved racking system is used, provide documentation showing manufacture of the rack system, maximum allowable weight the system can support, attachment method to the roof or ground and product evaluation information or structural design for the rack system

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Solar Domestic Water Heating Standard Plan for One- and Two-Family Dwellings

SCOPE: Use this plan ONLY for solar domestic water heating systems not exceeding a thermal output rating of 30 kWth on the roof of a one- or two-family dwelling or accessory structure and used for domestic water heating. Systems must be in compliance with current California Building Standards Code, Title 24 and local amendments of the City of Monterey Park. Other articles of the California Plumbing Code (CPC) or California Mechanical Code (CMC) or other California health and safety codes shall apply.

MANUFACTURER'S SPECIFICATION SHEETS MUST BE PROVIDED for proposed collector, controller, pump, storage tank/heat exchanger/heat transfer fluid (if applicable) and mounting systems. Equipment intended for use with SWH system shall be identified and listed for the application.

Job Address:		Permit	#:	
Contractor/Engineer Name:		Licens	e # and Class:	
Signature:	Date:	Phone N	umber:	
Email:				
Total # of Collectors Installed	Total Area	a of Collectors		
Collector Certification Number (incl	ude certifying age	ncy)		
System Certification Number (include	de certifying agenc	cy)		
Max Height Above Roof Hei	ght Above Ground	l		
Major Components (for SDWH	systems)			
Solar Tank Make/Model		Gallons	Insulation R	Pressurized?
Heat Exchanger Make/Model		Number o	f WallsHe	eat Exchange Fluid
Solar Control Make/Model				
Solar Pump/Circulator Make/Mode	I			
Expansion Tank Make/Model	A	appropriately Size	ed for Use?	
Mounting Hardware Make/Model of	or Type			
Do all the above data match substa	ntially the data use	ed for certificatio	n?	



Solar Pool Heating Standard Plan for Oneand Two-Family Dwellings

SCOPE: Use this plan ONLY for solar pool heating systems not exceeding a thermal output rating of 30 kWth on the roof of a one- or two-family dwelling or accessory structure and used for residential solar pool heating. Systems must be in compliance with current California Building Standards Code, Title 24 and local amendments of the City of Monterey Park. Other articles of the California Plumbing Code (CPC) or California Mechanical Code (CMC) or other health and safety codes shall apply.

MANUFACTURER'S SPECIFICATION SHEETS MUST BE PROVIDED for proposed collector, controller, solar pump (if applicable), heat exchanger/heat transfer fluid (if applicable), diverting valve (if applicable) and mounting systems. Equipment intended for use with a solar pool heating system shall be identified and listed for the application.

Job Address:	Permit	#:	
Contractor/Engineer Name:	Licer	nse # and Class:	
Signature:	Date:	Phone Number:	
Email:			
Total # of Collectors Installed			
Collector Certification Number (includ	e certifying agency)		
Collector Material			
Max Height Above Roof Height	t Above Ground		
Major components			
Solar Control Make/Model			
Solar Pump Make/Model (if applicable	2)		
Diverting Valve Make/Model			
Mounting Hardware Make/Model or T	ype		

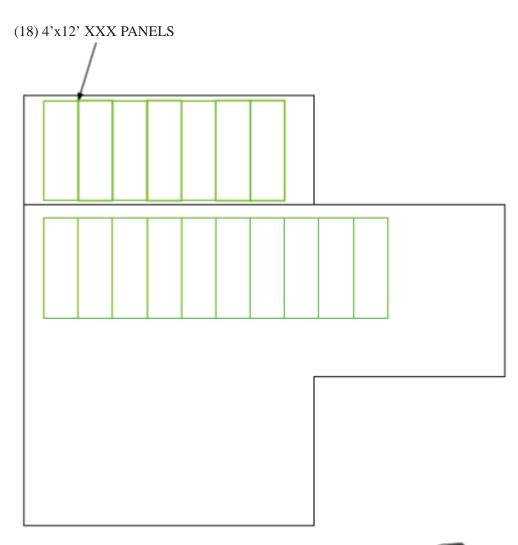
SAMPLE ROOF PLAN for SDWH and SPH systems

-ROOF TYPE: STANDING SEAM

-ROOF HEIGHT (Elevation): MAX 15' (1 story)

-RAFTERS: 2" X 6" @ 24" OC





SAMPLE ONE LINE PLUMBING DIAGRAM

For SPH Systems





Structural Criteria for Residential Rooftop Solar Energy Installations

Use of this document

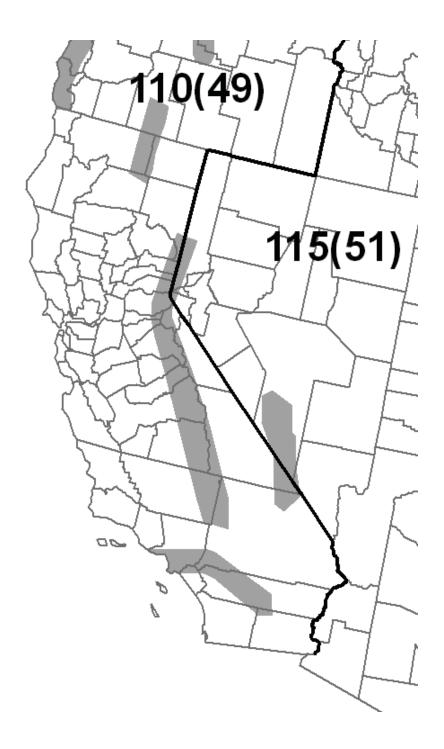
This document includes a one-page list of structural criteria for over-the-counter or online approval, as well as attached tables and figures that supplement the criteria and explain their use.

This document applies to flush-mounted solar arrays installed on the roofs of wood-framed one- and two family dwellings. "Flush-mounted" means the modules are installed parallel to, and relatively close to, the roof surface (see the "Solar Array Check" section of the Structural Criteria for specific qualifying requirements). This list is intended to be a simple pre-installation check to gain reasonable assurance that the design of the solar array complies with the structural provisions of the 2016 California Building Code (CBC) and 2016 California Residential Code (CRC). It is not intended to provide post-installation inspection criteria.

Regional and Site Assumptions

This document is based on the following regional and site assumptions:

- If in Wind Exposure B (urban, suburban or wooded areas), the dwelling may be located:
 - in a Special Wind Region (see Map 2) with design wind speeds between 110 and 130 mph, or
 - on a tall hill, provided average slope is no steeper than 15%.
- If in Wind Exposure C (within 500 yards of large open fields or grasslands), the dwelling is:
 - in a standard 110 mph design wind speed region, and
 - not on a hill with a grade steeper than 5%.



Map 1. California Design Wind Speed Map (Ref: ASCE 7-10).

The number outside the parentheses represents the design wind speed in mph. Typical design wind speed is 110 mph. The gray shaded areas on the map indicate "Special Wind Regions" where higher wind speeds may apply. When the project is in a gray shaded area, contact the local building department for the design wind speed.

STRUCTURAL CRITERIA FOR RESIDENTIAL FLUSH-MOUNTED SOLAR ARRAYS

1. ROOF CHECKS				
A. Visual Review/Contractor's S	Site Audit of Existing Cond	ditions:		
1) Is the roof a shingle ro	of without a reroof overl	ay?	□ Y	□ N
2) Does the roof structure	e appear structurally sou	nd, without signs of alteration	ons	
or significant structura	al deterioration or saggin	g, as illustrated in Figure 1?		□ N
B. Roof Structure Data:				
1) Measured roof slope (e.g. 6:12):			:12
2) Measured rafter spacii	ng (center-to-center):			inch
3) Type of roof framing (r	rafter or manufactured tr	·uss):	Rafter	Truss
4) Measured rafter size (e	e.g. 13/4 x 33/4, not 2x4)	:	X _	inch
5) Measured rafter horize	ontal span (see Figure 4):			"ft-in
6) Horizontal rafter span	per Table 2:			"ft-in
7) Is measured horizonta	I rafter span less than Ta	ble 2 span?	Y	□ Truss
2. SOLAR ARRAY CHECKS				
A. Flush-mounted Solar Array:				
1) Is the plane of the mod	dules (panels) parallel to	the plane of the roof?	□ Y	\square N
2) Is there a 2" to 10" gap	between underside of r	nodule and the roof surface	? □ Y	\square N
Modules do not overh	ang any roof edges (ridge	es, hops, gable ends, eaves)?	Ρ 🗌 Υ	\square N
B. Do the modules plus support	t components weigh no r	nore than:		
4 psf for photovoltaic arrays	or 5 psf for solar therma	al arrays?	□ Y	□ N
C. Does the array cover no mor	e than half of the total ro	oof area (all roof planes)?		□ N
D. Are solar support componen	it manufacturer's project	-specific completed worksh	eets,	
tables with relevant cells cire	cled, or web-based calcu	lator results attached?		■ N
E. Is a roof plan of the module a	and anchor layout attach	ed? (see Figure 2)	□ Y	\square N
F. Downward Load Check (Anch	nor Layout Check):			
 Proposed anchor horiz 	contal spacing (see Figure	2):		"ft-in
Horizontal anchor space				"ft-in
Is proposed anchor ho		Table 1 spacing?	□ Y	□ N
G. Wind Uplift Check (Anchor F	•			
1) Anchor fastener data (
_	ew, hanger bolt or self-dr	illing screw:		inch
b. Embedment depth	of rafter:			inch
c. Number of screws p	er anchor (typically one)	:		
	lag screws with 2.5" em			
used, OR does the and	chor fastener meet the m	anufacturer's guidelines?	□ Y	□ N
3. SUMMARY				
A. All items above are checked				
B. One or more items are check	ked NO. Attach project-sp	pecific drawings and calculat	ions stampe	ed and signed
by a California-licensed Civil or	Structural Engineer.			
Job Address:		Permit #:		
Contractor/Installer:		License # & Class:		
Signature:		Phone #:		

Table 1. Maximum Horizontal Anchor Spacing					
Doof Claus			Rafter Spacing		
NOOI 3	Roof Slope		24" o.c.	32" o.c.	
	Photovo	ltaic Arrays (4 psf r	max)		
Flat to 6:12	0° to 26°	5'-4"	6'-0"	5'-4"	
7:12 to 12:12	27° to 45°	1'-4"	2'-0"	2'-8"	
13:12 to 24:12 46° to 63°		1'-4"	2'-0"	2'-8"	
	Solar The	rmal Arrays (5 psf	max)		
Flat to 6:12	0° to 26°	4'-0"	4'-0"	5'-4"	
7:12 to 12:12	27° to 45°	1'-4"	2'-0"	2'-8"	
13:12 to 24:12	46° to 63°	Calc. Req'd	Calc. Req'd	Calc. Req'd	

Table 1 Notes:

- 1. Anchors are also known as "stand-offs", "feet", "mounts" or "points of attachment". Horizontal anchor spacing is also known as "cross-slope" or "east-west" anchor spacing (see Figure 2).
- 2. If anchors are staggered from row-to-row going up the roof, the anchor spacing may be twice that shown above, but no greater than 6'-0".
- 3. For manufactured plated wood trusses at slopes of flat to 6:12, the horizontal anchor spacing shall not exceed 4'-0" and anchors in adjacent rows shall be staggered.
- 4. This table is based on the following assumptions:
 - The roof structure conformed to building code requirements at the time it was built.
 - The attached list of criteria are met.
 - Mean roof height is not greater than 40 feet.
 - Roof sheathing is at least 7/16" thick oriented strand board or plywood. 1x skip sheathing is acceptable.
 - If the dwelling is in Wind Exposure B (typical urban, suburban or wooded areas farther than 500 yards from large open fields), no more than one of the following conditions apply:
 - The dwelling is located in a special wind region with design wind speed between 115 and 130 mph per ASCE 7-10, or
 - The dwelling is located on the top half of a tall hill, provided average slope steeper is less than 15%.
 - If the dwelling is In Wind Exposure C (within 500 yards of large open fields or grasslands), all of the following conditions apply:
 - Design wind speed is 110 mph or less (not in a Special Wind Region), and
 - The dwelling is not located on the top half of a tall hill.
 - The solar array displaces roof live loads (temporary construction loads) that the roof was originally designed to carry.
 - The Structural Technical Appendix provides additional information about analysis assumptions.

Table 2. Roof Rafter Maximum Horizontal Span (feet - inches) ¹								
	Nominal Actual Size	No	Non-Tile Roof ²			Tile Roof ³		
Assumed				Rafter	Spacing			
Vintage		Size	16" o.c.	24" o.c.	32" o.c.	16" o.c.	24" o.c.	32" o.c.
	2x4	1½"x3½"	9'-10"	8'-0"	6'-6"	8'-6"	6'-11"	5'-6"
Post-1960	2x6	1½"x5½"	14'-4"	11'-9"	9'-6"	12'-5"	10'-2"	8'-0"
	2x8	1½"x7¼"	18'-2"	14'-10"	12'-0"	15'-9"	12'-10"	10'-3"
	2x4	1¾"x3¾"	11'-3"	9'-9"	7'-9"	10'-3"	8'-6"	6'-9"
Pre-1960	2x6	1¾"x5¾"	17'-0"	14'-0"	11'-3"	14'-9"	12'-0"	9'-9"
	2x8	1¾"x7¾"	22'-3"	18'-0"	14'-6"	19'-0"	15'-6"	12'-6"

Table 2 Notes:

- 1. See Figure 4 for definition of roof rafter maximum horizontal span.
- 2. "Non-tile Roof" = asphalt shingle, wood shingle & wood shake, with an assumed roof assembly weight of 10 psf.
- 3. "Tile Roof" = clay tile or cement tile, with an assumed roof assembly weight of 20psf
- 4. Unaltered manufactured plated-wood trusses may be assumed to be code compliant and meet intent of Table 2.
- 5. This table is based on the following assumptions:
 - Span/deflection ratio is equal to or greater than 180.
 - For post-1960 construction, wood species and grade is Douglas Fir-Larch No. 2.
 - For pre-1960 construction, wood species and grade is Douglas Fir-Larch No. 1.
 - Other wood species and/or grade are also acceptable if allowable bending stress is equal or greater to that listed above.

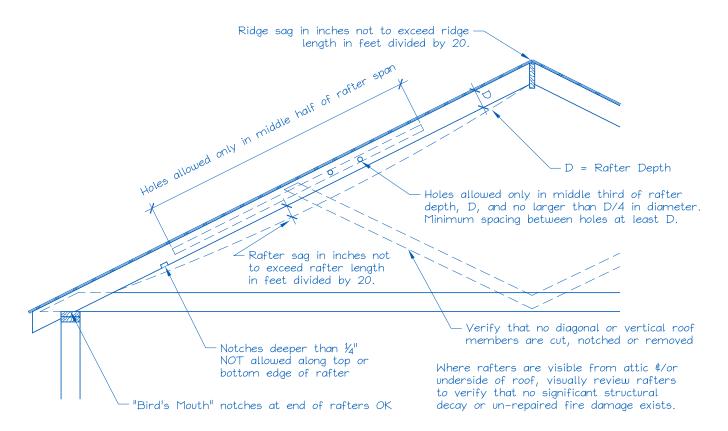


Figure 1. Roof Visual Structural Review (Contractor's Site Audit) of Existing Conditions.

The site auditor should verify the following:

- 6. No visually apparent disallowed rafter holes, notches and truss modifications as shown above.
- 7. No visually apparent structural decay or un-repaired fire damage.
- 8. Roof sag, measured in inches, is not more than the rafter or ridge beam length in feet divided by 20.

Rafters that fail the above criteria should not be used to support solar arrays unless they are first strengthened.

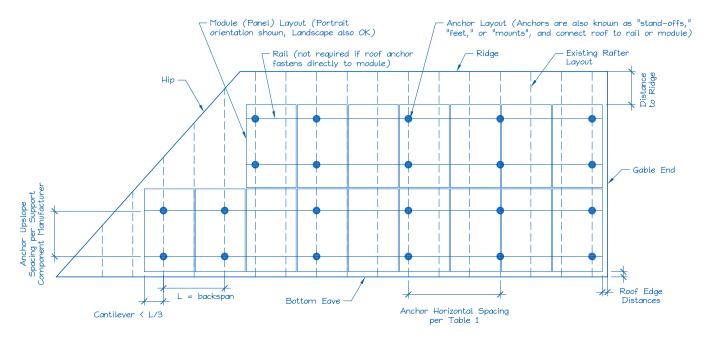


Figure 2. Sample Solar Panel Array and Anchor Layout Diagram (Roof Plan).

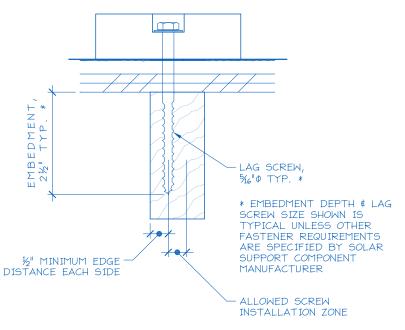


Figure 3. Typical Anchor with Lag Screw Attachment.

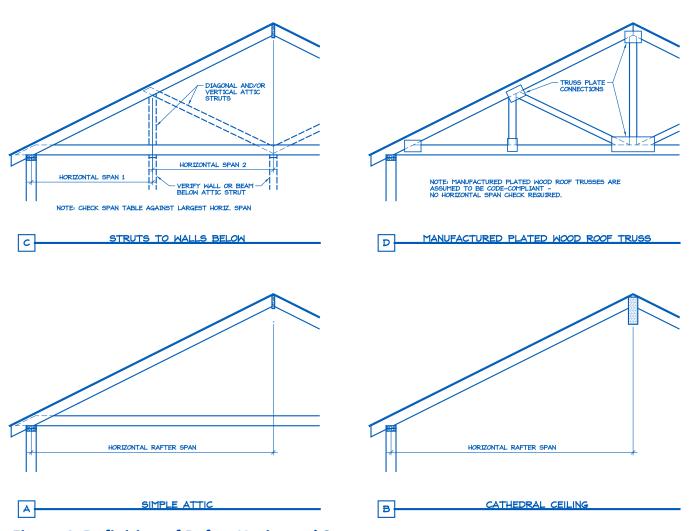


Figure 4. Definition of Rafter Horizontal Span.



Inspection Guide for SDWH Systems in Oneand Two-Family Dwellings

This document is a field inspection guide for SDWH systems. These inspection references detail most of the issues that relate to SDWH systems during the inspection process.

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		SOLAR DOMESTIC WATER HEATING SYSTEM ELIGIBILITY				
E E		Criteria		Yes		
SYSTEM	1.	Major components installed match those of certified system?				
	SOLAR DOMESTIC WATER HEATING INSPECTION GUIDE					
	Guideline Source of Guideline					
ROOF	I.	Roof penetrations/attachments are properly flashed	CBC Chap. 15, CRC Chap. 9			
	I.	Piping must be properly supported, hung and anchored per code	CPC 313.1			
	II.	Solar piping properly insulated	CEnC 120.3			
	III.	Dissimilar materials isolated, as required	CPC 310.6			
	IV.	Penetrations through structural members as per code	CPC 312.2			
IPING	V.	Penetrations through fire-resistant assemblies installed per code	CPC 1405.2			
SOLAR LOOP PIPING	VI.	System has adequate freeze protection	CPC 312.6			
OLAR I	VII.	System overheat protection	CPC 505.2			
Ň	VIII.	Expansion tank sized correctly (indirect system) according to need for operation or overheat protection?	CMC 1004.3, 1004.4			
	IX.	Pressure relief/temperature relief valve(s) installed per design (if applicable)	CPC 608.4 & 608.5			
	X.	Piping labels show type of fluid and direction of flow	CPC 601.2			
	XI.	Drain and fill valves capped and labeled	CPC 601.2			
	I.	Tank labeled with pressure rating for pressurized storage	CPC 505.4			
	II.	Relief drain installed properly for pressurized storage	CPC 504.6, CMC 1005.1			
	III.	Heat exchanger must protect potable water system from being contaminated by the heat transfer medium	CPC 603.5.4			
NX	IV.	Tank installed in garage meets code requirements	CPC 507.13			
STORAGE TANK	V.	Pan installed under tank (as required)	CPC 507.5			
STOR	VI.	Tank installed on level surface	CPC 508.4.3			
	VII.	Tank supported for seismic loads	CPC 507.2			
	VIII.	All valves, fittings and solders are rated for potable systems and meeting CA lead law requirements	CPC 604.1			
	IX.	Unions installed within 12" of tank connections for all piping to and from tank and heat exchangers	CPC 609.5			

	All valves, fittings and solders are rated for potable systems and meeting CA lead law requirements	CPC 604.1
IPING	II. Potable water piping properly labeled	CPC 601.3
OTABLE PIPING	III. Any connection to PEX is more than 18" from tank fittings	CPC 604.13
POT	IV. Hot water service piping insulated properly	CEnC 120.3
	V. Vacuum relief valve properly installed (if required)	CPC 603.5.4, 608.7
	I. Control and pump disconnect(s) properly installed	CEC 430 (IX), 690.17
S	II. Conductors between control and power source properly installed	CEC 430 (II)
CONTROLS	III. Conductors between control and pump properly installed	CEC 430 (II), 690 (IV)
8	IV. Solar collector sensors protected from sun and weather	CEC 310.10, D(1), D(2)
	V. Control relay rated higher than load for each output	CEC 430.83



Inspection Guide for Solar Pool Heating Systems in One- and Two-Family Dwellings

This document is a field inspection guide for SPH systems. These inspection references detail most of the issues that relate to SPH systems during the inspection process.

All California Electrical Code (CEC), California Residential Code (CRC), California Building Code (CBC), California Mechanical Code (CMC), and California Plumbing Code (CPC) references are to the 2016 versions unless otherwise noted.

SOLAR POOL HEATING SYSTEM ELIGIBILITY					
SYSTEM	Criteria				
SYS	1.	Major components installed match those of certified system?			
		SOLAR POOL HEATING INSPECTION GUIDE			
		Guideline	Source of Guideline	Yes	
ROOF	I.	Roof penetrations/attachments are properly flashed	CBC Chap. 15, CRC Chap. 9		
	l.	Piping properly supported	CPC 313.1		
DN.	II.	Vacuum relief valve installed (if required by manufacturer)	CPC 504.6, 608.7		
OP PIP	III.	Drain valves installed if the system is not self-draining	CPC 312.6		
SOLAR LOOP PIPING	IV.	Penetrations through structural members as per code	CPC 312.2		
SOI	V.	Penetrations through fire-resistant assemblies installed per code	CPC 1405.2		
	VI.	System has adequate freeze protection	CPC 312.6		
	l.	Control and pump properly installed and bolted to pad	CEC 430 (IX), 690.17		
rs	II.	Conductors between control and power source properly installed	CEC 430 (II)		
CONTROLS	III.	Conductors between control and pump properly installed	CEC 430 (II), 690 (IV)		
S	IV.	Solar collector sensors protected from sun and weather	CEC 310.10, D(1), D(2)		
	V.	Control relay rated higher than load for each output	CEC 430.83		