



# CITY OF ALBUQUERQUE

## Planning Department

### Building Safety

#### **Building Permit Submittal Checklist** **Photovoltaic Systems (Ground Mounted Systems Commercial and Residential)**

#### **Building and Electrical Permits are required.**

Contents herein are minimum compliance requirements for Albuquerque Uniform Administrative Code, 2015 IRC, IBC and 2017 NEC.

**PRE-REQUISITE-APPROVALS:** The following pre-requisite approvals must accompany the building permit application if applicable:

- Historic Preservation District Approval - (505) 924-3342.

#### **ROOF MOUNTED PANELS-MINIMUM SUBMITTALS**

- **Two (2) complete sets of plans** meeting the minimum criteria of the Building Permit Submittal Checklist are to be submitted.
- **Building Permit Application:** Complete all the required fields and answer all the questions on the application with blue or black ink. (The Application is the plan back sheet)
- **Site Plan to scale: (MUST BE LEGIBLE)**
  - Official property address with street names.
  - Footprint of the building and North arrow
  - Site plan indicating location of major components on the property, must include PV array configuration
  - All supporting equipment including sub panels and the location of the main electrical service
  - Show dimensions and clearances for all equipment
- **Building Requirements:**
  - Framing plan indicating location of the PV installation layout on the existing roof framing members that support the system
  - Existing roof information to include roofing type and the number of roof coverings
  - Proposed method and type of weather-proofing of roof penetrations resulting from PV installation
  - Manufacturer's specifications and installation instructions for all PV modules, inverter(s), solar panels, combiner box, disconnects and mounting system(s)
  - All mounting systems and attachments must be approved by a Nationally Recognized Testing Laboratory (NRTL) or reviewed and approved by a New Mexico Licensed Engineer.
  - Seal Documentation from a New Mexico Engineer's review of existing roof structure.
- **Electrical Requirements for: (Both Ground and Roof Mounted)**
  - Electrical one-line diagram is required; if the PV system exceeds 10 KW a three-line diagram is required.
  - PV systems that exceed 200 amp shall be prepared and stamped by a State of New Mexico licensed electrical engineer.
  - Show dimensions of required clearances of equipment. It must comply with Article 110-2017 NEC/NMEC
  - Photovoltaic (PV) array configuration, size, type and number of modules per string. Whether they are in series or parallel.
  - Grounding electrode and bonding for DC System.
  - Required Disconnects-AC and DC.
  - Conductor sizes, types, temperature rating(s), and ampacity(s).
  - Utility-Interactive Inverter.
  - Point of connection to the utility, must comply with Article 690.64 2017NEC/NMEC.
  - GFCI protection.

- Albuquerque Fire Department Requirements:
  - Site Plan to scale of the structure, on which the photovoltaic systems are to be installed to include the following:
    - Access from street to the building.
    - Locations of arrays, disconnects and required signage
    - Locations of required access pathways.
  
  - Plan and elevations views of the buildings clearly showing the following:
    - Array placement.
    - Roof ridgelines, eave lines.
    - Objects that may be present on the roof e.g. equipment, vent lines, skylights, smoke vents, roof hatches, fire department connections etc.