





To: Engineering Technician, Permit Technicians, Building Inspectors, Date: 02/25/2010
General Public

From: Long Tang, Deputy Building Official 

CC: Shannon Yauchzee, Building Official 

Subject: **Photovoltaic (PV) Plan Check, Permit and Inspection Fees**

Effective: **February 17, 2010.**

In anticipation of the upcoming adoption of the City's Fees Resolution and per City Council Instruction, we will waive all city related fees in the permitting process.

The only fees applicable and must be paid by the applicant are those imposed on us by the State of California. Currently, those include the Strong Motion Instrument Program (SMIP) and the SB1473 fees. Any future fees imposed by the state after the effective date of this policy will be collected.

The fees waiver will apply only to specific permit of installation of the PV Panels (panels, raceways/tracks, and associated wiring/conduit work).

Fees will not be waived for construction of any building, structure, or equipment necessary to support or house the operation of the PV panels. For example, fees will not be waived for construction of an equipment room/building/canopy or installation/replacement of the main/sub electrical panels.

Fees will not be waived for any associated work necessary to repair or reinforce any system or structure to support or facilitate the operation of the PV panels. For example, fees will not be waived for required work to repair or upgrade the roof structure to support the installation of the PV panels.

In order to provide and maintain clarity, the Building Division will issue a separate stand-alone building permit for the installation of PV panels. All other work will be placed on separate permits.