



VERNON PUBLIC UTILITIES

SOLAR FACILITY: INTERCONNECTION APPLICATION

Introduction and Overview:

A. **Applicability:**

This application is used to request the interconnection of a Solar Facility to the Vernon Public Utilities Distribution System (VPU-DS).

B. **Guidelines and Steps for Interconnection:**

Application must be completed and sent to Vernon Public Utilities (VPU), along with the required documents in part C below, for engineering review and approval prior to the construction of the system. Upon acceptance of the application, the Interconnection Application and Interconnection Agreement between VPU and the applicant will be addressed and signed. VPU may also require an inspection and testing of the system prior to giving the applicant written authorization to operate in parallel with VPU-DS. **Note: Unauthorized parallel operation may result in injury to persons and may cause damage to the equipment and/or property of applicant and/or VPU.** Applicant is required to review all of the applicable requirements listed in the "City of Vernon Guidelines" for the Interconnection of Customer-Owned Solar Generating Facilities.

C. **Required Documents and Application Process:**

1. **Application Package:**

- a. Solar Generation Facility Interconnection Application
- b. Interconnection Agreement
- c. Copy of Plans (PDF)
- d. Contract or Agreement with installer or vendor
- e. Copy of system warranty

Send the complete application package to CustomerService@CityofVernon.org

2. Building Permit

Obtain building permit from the [City of Vernon's Building Division](#).

3. Request Pre-Installation Site Inspection

Upon receiving the building permit, contact CustomerService@CityofVernon.org to schedule a pre-installation site inspection.

4. Interconnection Agreement

Upon VPU approval, the interconnection agreement will be signed by VPU and Applicant.

5. Construction Timeline

Construction of the solar generation facility must commence within 180 days of VPU application approval.

6. Request Final Electrical Inspection

Upon completion of system installation, contact VPU at CustomerService@CityofVernon.org to schedule a final electrical inspection.

7. Schedule Interconnection

Contact VPU at CustomerService@CityofVernon.org to schedule a system interconnection

8. Engineering Requirements

- a. Site plan and diagrams showing the physical relationship of the electrical components of the Generating Facility and the interconnection with VPU-DS.
- b. If a transfer switch or schemes are used, please provide the capacity ratings and description of the intended operation.
- c. If protective relays are used, please provide protection diagrams, connection diagram, proposed settings, and the description of the intended operation.
- d. A single-line diagram showing the electrical relationship of the electrical components of the Solar Facility and the interconnection with VPU-DS.

SOLAR GENERATION FACILITY: INTERCONNECTION APPLICATION

Applicant Information:

Contact Person:

Company Name:

Mailing Address:

City:

State:

Zip Code:

Telephone:

Email:

Vendor or Installer Information:

Name:

Company Name:

Mailing Address:

City:

State:

Zip Code:

Telephone:

Email:

Facility Information:

VPU Account:

Facility Location:

Street Address:

Existing Service Voltage:	Volts	Panel Size:	Amps	Single-Phase	3-Phase
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Proposed New Service (if applicable):	Panel Size:	Amps
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Average Peak Demand
(last 12-month period, if available):

Solar Photovoltaic System Details:

Estimated Commissioning Date:

Solar Module Nameplate (W):

Number of Solar Modules:

Inverter #1 Nameplate(kW):

Number of #1 Inverters:

If more than one type of inverter installed:

Inverter #2 Nameplate (kW):

Number of #2 Inverters:

Inverter #3 Nameplate (kW):

Number of #3 Inverters:

System kW DC-STC:

System kW DC-PTC:

System kW CEC-AC

Total Inverter AC Rating*:

Consult Utility for Maximum AC Rating

Phase: Single-Phase	3-Phase	Inverter Output Voltage:	AC Volts
Mode of operation:	Parallel	Momentary Parallel	Isolated

Module-(Manufacturer):	Model #:
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Inverter#1-(Manufacturer):	Model #:
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Inverter#2-(Manufacturer):	Model #:
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Inverter#3-(Manufacturer):	Model #:
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Estimated Annual Energy Production(kWh/yr)

Installed system cost:

Agreement Clause

APPLICANT AGREES TO THE FOLLOWING (please read carefully before signing):

- 1) The solar photovoltaic system under this application is grid-connected.
- 2) VPU customer has an active electric account in good standing.
- 3) Enter into an Interconnection Agreement, as required by VPU.
- 4) From the date of installation, I agree to maintain the equipment at the location under this application in the City of Vernon for a minimum of five years (per manufacturer recommendations).
- 5) To allow VPU or the City of Vernon (with reasonable prior written notice), to conduct a site inspection during normal business hours of the referenced solar photovoltaic system for up to five years upon final electrical inspection.
- 6) VPU customer must be able to provide 24 hour, 365 day, year-round access to the utility-approved and appropriately labeled "disconnect switch" for the solar photovoltaic system.
- 7) Customer is able to provide or obtain the following information from VPU: most recent 12 months electric consumption information for the service address listed on the application.
- 8) If retro-commissioning is required as specified under Senate Bill 1 (project location of; $\geq 100,000$ sq. ft and energy performance rating of less than 75), retro-commissioning, equipment repairs and adjustments, and energy efficiency improvements that are identified through a retro-commissioning assessment shall begin no later than one year after the completion of the installation of the solar photovoltaic system.
- 9) The maximum installed size of the solar photovoltaic system under this application must be ***less than or equal to*** the customer's ***average*** peak electricity demand over the last 12-month period.
- 10) Solar photovoltaic systems with an output of 250 kW and above are required to install a Supervisory Control and Data Acquisition (SCADA) Remote Terminal Unit (or PLC) at the interconnection facility, with the necessary interface to connect to VPU's communication system that will enable telemetering and control.
- 11) The solar photovoltaic system carries a ten-year or better warranty by provider or manufacturer for the PV modules, a ten-year or better warranty by provider or manufacturer on the remainder of the system's PV components, and a ten-year or better warranty by installer against breakdown or degradation in electrical performance of more than 10 percent of the system's rated electrical output.
- 12) All environmental attributes (including, but not limited to Renewable Energy Certificates, Green Tags, etc.) generated by the customer's solar photovoltaic system are hereby transferred to VPU and the City of Vernon.

VPU Customer Signature:

Attachments:

Contract with Installer

Copy of Installer Warranty

Interconnection
Agreement

Interconnection Application

Application Signature:

I hereby attest that the information submitted on this application is accurate to the best of my knowledge.

Applicant

Signature:

Date:

Printed Name:

Title:

For VPU Staff only

Application Received by:

Date:

Application Approved/Denied by:

Date:

Reason for Denial:

Panel Inspected by:

Date:

System interconnected by:

Date:

Application Number:

Solar PV System Cap (kW):

Sign Off List

The undersigned hereby acknowledges that the temporary clearance in no way authorizes occupancy of the building for use or for the conduct of business. The requirements of the following Divisions/Agencies have been met:

Building Inspector	Date
Electrical Inspector	Date
Engineering	Date
Administration	Date