



THE CITY OF SAN DIEGO

# NOTICE

May 14, 2014

## Changes for Plan Review and Issuance of Roof Mounted Residential Solar PVs

Effective **June 1, 2014**, projects for roof mounted residential Solar Photovoltaic (PV) Systems will be processed for permitting by appointment at the Inspection Services Office located in Kearny Mesa at 9601 Ridgehaven Court, Suite 220.

Appointments will be limited to 30 minutes between the hours of **9:30 a.m. to 12:00 p.m.** and **1:00 p.m. to 2:30 p.m.**, Monday through Friday, except certain holidays. Appointments can be scheduled by calling (619) 446-5300. At a minimum, the following plans and documents shall be provided at the appointment for each installation:

- Two sets of plans;
- Manufacturer's specifications; and
- A completed general application.

Please refer to the City's [Information Bulletin 301](#), Solar Photovoltaic Systems for further instructions regarding submittal requirements. Completed plans will be ready for pick up within two working days. An appointment will not be required for pick up.

Please be informed that effective June 1, 2014, the Development Services downtown office will no longer review roof mounted residential Solar PVs by appointment.

Thank you for your patience during this transition period. For additional information regarding this notice, please contact the Inspection Services Office at (858) 492-5070.

Printed on recycled paper.

Visit our web site at

[www.sandiego.gov/development-services](http://www.sandiego.gov/development-services)

Upon request, this information is available in alternative formats for persons with disabilities.