



**City of Norman**  
**Solar Electrical Submittal Checklist**

**DEVELOPMENT SERVICES DIVISION**  
 Building Permits and Inspections  
 225 N. Webster Ave. Norman, OK 73069  
 Permits: (405) 366-5339

The below checklist is for preparing and submitting electrical submittals for Solar Permit Application. Applicant is to review the checklist and confirm each item is being submitted and provide information accordingly. Exclusion or incomplete information of any of these items could result in the rejection of the submittal.

- Copy of inverter manufacturer information sheets
- Copy of combiner panel information sheets
- Copy of module manufacturer information sheets
- Copy of rail/racking system manufacturer information sheets and attachment method
- Copy of PB system labeling/signage details and location
- Site Plan showing system installed on property. Site plan must include the following: modules, inverter(s), combiner boxes, all ac & dc disconnects, utility disconnect and meter(s), service panel board. (roof plan may be required.)
- Copy of one-line or three-line diagrams (include conductor//raceway/cable type and size)
- Busbar ampere rating \_\_\_\_\_ (provide when solar system is connected at a panel)
- Connection to utility grid \_\_\_\_\_ Supply Side Connection \_\_\_\_\_ Back feed breaker \_\_\_\_\_ amps
- DC System configuration: Positive ground \_\_\_\_\_ Negative ground \_\_\_\_\_ Ungrounded \_\_\_\_\_
- Are batteries being installed? \_\_\_\_\_ Yes \_\_\_\_\_ No (if yes include battery and transfer switch manufacturer information sheets)

Address: \_\_\_\_\_ Permit #: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

Permit Applicant should not rely upon this assessment in place of official regulations and/or policies, or any necessary verification by a qualified professional. The City of Norman makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the provided verification, and related construction. Contractors and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the City. The currently adopted codes are listed online at the City of Norman's website

- Equipment grounding conductors used for grounding arrays smaller than #6 AWG Copper shall be installed in a suitable raceway. All exposed equipment grounding and bonding conductors shall be solid copper or UV rated.
- Devices (lugs) used for grounding arrays shall be suitable for use in wet locations (tin plated copper) and attachment hardware shall be stainless steel with star washers.
- Provide all appropriate warning labels at disconnects and equipment.
- Plastic UV rated cable ties shall not be used to secure exposed wiring between modules. Approved clips, stainless steel cable ties, or stainless steel pipe clamps with rubber inserts are acceptable.
- Conductors and conduits run on rooftops may require additional ambient temperature adjustments per table 310.15(B)(3)(B).
- PV direct current system conductors shall be identified by system to comply with NEC 2017 section 690.31 (B). Direct current conductors are installed on or in buildings must be enclosed by metal raceways.
- PV source and output circuits run inside the building shall not be installed within 10" of the roof decking unless installed directly below the roof surface covered by PV modules and associated equipment. 690.31(G)(1).
- Metal junction boxes, raceways, or other wiring methods supplying dc circuit wiring shall be labeled designating "Photovoltaic Power Source". 690.31. (G)(3) &(4)