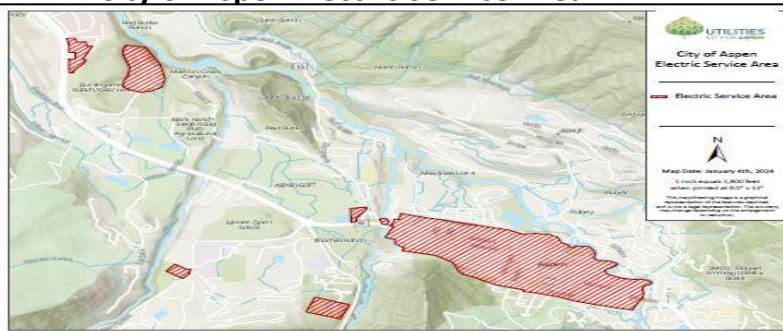


SOLAR PV APPLICATION & AGREEMENT CHECKLIST

City of Aspen Electric Service Area



GENERAL ASPEN SOLAR PV INSTALL PROCESS INFORMATION:

- Solar PV Applications must be submitted with a City of Aspen Electric Permit, as well as a fully completed Electric Load Form, at time of permit submittal if subject electric service address falls within the Aspen Electric Service Area. Permit submittals are made at: <https://www.aspen.gov/1211/Permit-Portal-Support>.
- An Application for Solar Photovoltaic Installation must be signed and dated by the property owner/CoA customer.
- The PV system must be installed, inspected, and approved by City of Aspen. PV system must be operational at time of inspection. **Customer's solar photovoltaic system kWh generation may not exceed 100 percent of the three-year average of premises' energy use.**
- All required Interconnection Agreements, Government Inspections, Insurance Certificates, Solar PV Application, and other documentation, as may be required, must be received and approved by the City of Aspen prior to receiving a utility net electric meter.
- Two meter sockets MUST be installed—one for a Utility Net Meter and one for a Production Meter. These two meters are the property of the City of Aspen.

GUIDELINES FOR CITY OF ASPEN SOLAR PV APPLICATION & AGREEMENT

APPLICATION FOR SOLAR PV:

- Ensure all fields under "City of Aspen Customer of Record Information" and "Applicant Information" are fully completed including Name, Service Address, Phone, Email, and Installer details.
- An Electrical One-Line Diagram and a Relaying and Metering One-Line Diagram must be provided along with Customer's Application for Solar PV.
- Details of the proposed Photovoltaic (PV) system must be provided including kW nameplate size, manufacturer, module details, inverters, amperage, and consumption requirements.
- If Battery Storage is part of the Solar PV install, details of the storage must be completed including nameplate size, manufacturer, discharge capacity, and number of batteries.

SOLAR PV ONLY INTERCONNECT AGREEMENT:

- Customer shall own, operate, and maintain all facilities on the load side of the Point of Interconnection necessary to enable Customer to take and use the electric energy provided by City in accordance with the City's Electric Tariffs.
- Inverter-based, customer-owned generation shall be wired to load side terminals of Production Meter (bottom of meter block). Production meter socket shall be marked with a stamped brass, aluminum, or stainless-steel tag, indicating the address. Production meter socket shall be located within 10' and line of sight of the utility meter.

SOLAR PV AND BATTERY STORAGE INTERCONNECTION AGREEMENT:

- The size of the Battery Storage System must be stated on both the Aspen Solar PV Application and Interconnect Agreement.
- Customer should confirm their desire to operate an Electric Battery Storage System to complement Small Generation Facility—i.e., Solar PV—in parallel with the City's electric distribution system at time of application and permit submittal.

Questions: Contact City Utilities at: 970.920.5030 or utilitiespermitting@aspen.gov