

CITY OF NEENAH PHOTOVOLTAIC (PV) SYSTEM PERMIT REQUIREMENTS

In accordance with Municipal Code Section 21-73 an electrical permit is required before installation or related electrical work is performed. Inspections are required for electrical wiring before insulating or covering.

All information must be included with the permit application in order for the permit to be issued.

1. Provide an equipment list along with all product specifications.
 - PV modules - listing certifications and manual
 - Inverter – listing certification and manual
 - Fuses, circuit breakers and disconnects – rating information

2. Provide a three-line diagram including the information listed below:
 - Type and number of PV modules in each string
 - Conduit/wiring from array to inverter, and inverter to utility point identified
 - DC grounding system identified
 - AC grounding system identified
 - List the type and size of all conductors
 - List size and location of all over current devices

3. Provide a site plan including the following information
 - Property lines and structure locations.
 - Location of modules and associated electrical equipment (see sample plan below). 20 ft max height for ground units. Setback 10 ft. or height of unit.

4. If the array is roof mounted provide the following information
 - Rafter or beam sizes, spacing, roof slope, type of roof covering, and number of existing roof layers
 - Additional information may be required if the existing roof structures ability to carry the load is questionable or is constructed with trusses (for example: no attachment shall be made within 6” of all nailing plates)

5. Provide the approximate date the PV system will be brought into service

Below is a sample site plan

For additional info call 920-886-6130

