

ALTERNATIVE ELECTRIC POWER APPROVAL PROCEDURES Solar (Photovoltaic) Systems, Wind Energy Systems

RESIDENTIAL BUILDING / ELECTRICAL PERMITS & APPROVALS

Step 1)

- 1.) All applicants for residential systems submit site and construction plans for approval to: THE WADSWORTH CITY BUILDING DEPT.
120 Maple St.
Wadsworth, OH 44281
Ph. 330-335-2753 Fax: 330-335-2715 or
khall@wadsworthcity.org
- 2.) Applicants for *Residential Installations* must submit building and electrical permit applications and installation plans to the Building Department. Roof systems must include a sketch of the roof showing the roof dimension, location of proposed panels and distances from the ridge and roof sides; type and size of roof framing members; number of layers of shingles (only 1 layer permitted); and the psf of the solar panel system.
- 3.) The Building Department may forward plans to the Planning or Engineering Departments for review of ground mounted systems.
- 4.) The Building Dept. will contact applicant when applications are approved and instruct them to **proceed to Step 2**.

Step 2)

- 1) All applicants must contact:
THE WADSWORTH ELECTRIC DEPARTMENT
365 Broad Street
Wadsworth, OH 44281
Ph. 330-335-2833 or
kmcelroy@wadsworthcity.org
to obtain the "Interconnection Agreement Application".
- 2) Applicants will then provide the completed Wadsworth Electric Dept. Interconnection application with the following **Required Documentation** to the Wadsworth Electric Dept. for approval :
 - One Line Diagram Attach separate document showing a one line diagram of electric facilities from the street, to the electrical meter, to the generating facility equipment.
 - Site Plan Attach separate document showing a Plot plan of the facility include Street Building, Street Electric Meter, Lockable Disconnect and Generating equipment.

- Test Plan Attach a separate test document explaining how generator facility power will be tested to prove that no electricity will be put back into the Wadsworth Electric distribution system during loss of street power.
 - Copy of Electrical Permit Required
 - (Permit office is located @ City Hall located @ 120 Maple Street Wadsworth Ohio 44281, upstairs floor)
 - Copy of Residential Building/Zoning Permit Required
 - (Permit office is located @ City Hall located @ 120 Maple Street Wadsworth Ohio 44281, upstairs floor)
- 3) The Wadsworth Electric Dept. will then contact applicant when the Interconnection Application is approved. Applicant will then **proceed to Step3.**

Step 3)

- 1) After installation is completed, applicants then request the Building and the Electric inspection approvals from the Building Dept. (330-335-2753). **PLEASE ARRANGE FOR THE ELECTRICAL CONTRACTOR TO BE PRESENT AT THE TIME OF THE ELECTRICAL INSPECTION.**
- 2) After the Electric inspection approval, the Building Department will contact the Wadsworth Electric Department.
- 3) The Wadsworth Electric Dept. will then also inspect the installation.
- 4) The Wadsworth Electric Dept. will then contact the applicant/owner for SIGNING THE INTERCONNECTION AGREEMENT.
- 5) Once the Building Department receives verification of Electrical and Utility Inspection Approvals, and has also been notified by the Electric Dept. that the Interconnection Agreement has been signed, the Building Dept. will inspect the installation and issue Final Building Inspection Approval.

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COMMERCIAL BUILDING/ELECTRICAL PERMITS & APPROVALS

- 1) **Step 1)** Applicants for *Commercial Installations* obtain any required permits from the Medina County Building Dept. (791 Smith Road, Medina Ph.330-722-9223 Fax: 330-764-8204)

Roof Mounted Systems: **Proceed to Step 2**

Ground Mounted Systems:

Submit site plans showing the location of ground mounted systems to:

THE WADSWORTH CITY BUILDING DEPT.

120 Maple St.

Wadsworth, OH 44281

Ph. 330-335-2753 Fax: 330-335-2715

Once applicant has obtained zoning approval, proceed to **Step 2.**

Step 2)

Roof Mounted Systems & Ground Mounted Systems:

- 1) All applicants must contact:
THE WADSWORTH ELECTRIC DEPARTMENT
365 Broad Street
Wadsworth, OH 44281
Ph. 330-335-2833 or
kmcelroy@wadsworthcity.org
to obtain the “Interconnection Agreement Application”.
- 2) Applicants will then provide the completed Wadsworth Electric Dept. Interconnection application with all Required Documentation to the Wadsworth Electric Dept. for approval :
 - One Line Diagram Attach separate document showing a one line diagram of electric facilities from the street, to the electrical meter, to the generating facility equipment.
 - Site Plan Attach separate document showing a Plot plan of the facility include Street Building, Street Electric Meter, Lockable Disconnect and Generating equipment.
 - Test Plan Attach a separate test document explaining how generator facility power will be tested to prove that no electricity will be put back into the Wadsworth Electric distribution system during loss of street power.
 - Copy of Medina County Electrical Permit Required
 - Copy of Residential Building/Zoning Permit Required



- 3) The Wadsworth Electric Dept. will then contact applicant when the Interconnection Application is approved. Applicant will then proceed to **Step 3**.

Step 3)

- 1) Once the installation is complete, Applicants will contact the Medina County Building Department for Building/Electric inspection approvals.
- 2) The Medina County Building Dept. will notify the Electric Utility Dept. of final inspection approval(s).
- 3) After receiving inspection approvals confirmation, the Wadsworth Electric Dept. will also inspect the installation.
- 4) The Wadsworth Electric Department will then contact the applicant/owner for SIGNING THE INTERCONNECTION AGREEMENT.