

Residential Photovoltaic Systems
County of Hawaii, Department of Public Works (DPW)
Hawaii Electric Light Company (HELCO)

Purpose: This process covers installation of residential photovoltaic (PV) systems on the rooftop of a house or ground mounted within the same residential lot.

Regulations / Authority: Hawaii Revised Statutes (HRS) 269-101 to 269-111; Hawaii County Code, Chapter 5 Building Permit and Chapter 9 Electricity; HELCO Net Energy Metering (NEM)

Potential Approval Prerequisites: Review the U.S. Department of Energy Homebuilder’s Guide to Going Solar at <http://www1.eere.energy.gov/solar/pdfs/44792.pdf> and HELCO’s Guide to Going Solar at http://www.helcohi.com/vcmcontent/StaticFiles/pdf/Initial%20Steps%20to%20Take%20When%20Considering%20PV_NR1112.pdf.

Fees: Application Fee is required – Refer to link below.

For Permit Application, Guidelines and Fees:

- HELCO NEM information, applications, and forms are available online at: <http://www.helcohi.com/helco/Clean-Energy/Clean-Energy-Generation/Net-Energy-Metering-for-Hawaii-Island?cpsexcurrchannel=1>
- DPW PV information on electrical and building permit applications are available at: <http://www.hawaiicounty.gov/pw-pv-guidelines>

Contact Information: HELCO NEM (808) 969-0358; DPW (808) 961-8321

Checklist / Process	Chronology
1. Hire a solar contractor with an electrical contractor’s C-13 license. Additional licenses may apply. For information on license requirements, contact the Hawaii Department of Commerce and Consumer Affairs (DCCA): http://cca.hawaii.gov/	
2. Submit NEM application to HELCO including all requirements as listed in the application form and appendices. It is important to provide a complete application to avoid time delays.	
3. HELCO reviews NEM application for completeness.	15 business days
4. HELCO conducts an initial technical review, if required.	15 business days
5. HELCO conducts a supplemental review, if required.	20 business days
6. HELCO or applicant conducts an interconnection requirement study, if required.	150 calendar days
7. For rooftop PV, submit a building permit and an electrical permit to DPW which must include a structural evaluation worksheet or a letter from an architect or structural engineer licensed in the State of Hawaii verifying that the roof is structurally adequate to support the PV system.	
8. DPW reviews the electrical and/or building permit applications for completeness.	
9. DPW issues the building permit and electrical permit.	30 days from Step 8
10. Install the PV system.	
11. DPW inspects the PV system installation. <u>Request verification of closed electrical permit.</u>	Consult DPW

12. Submit to LVM@helcohi.com the following: <ol style="list-style-type: none"> a. Verification of closed electrical and building permit. b. Verification that inverter(s) settings were changed via proof of letter or email from the inverter manufacturer or an inverter screenshot showing the required changes has been made. c. For systems > 10 kW, a certificate of insurance see NEM guidelines for specific requirements. 	
13. HELCO inspects the PV system.	10 business days
14. HELCO executes the NEM Agreement.	5 business days
15. HELCO installs the NEM meter.	10 business days
Estimated Time from Completed Application Acceptance	3 months to 1 year

Other Application Considerations:

1. Review HELCO's NEM information website for list of eligible inverters, eligible PV modules, and approved equipment.
2. For free standing or ground mounted PV systems, building permits may potentially be routed to State of Hawaii State Historic Preservation Division (SHPD) for approval. SHPD's approval typically takes 30 to 90 days.
3. Solar photovoltaic equipment must be installed per the manufacturer's recommendations.
4. Fire risks must be considered, particularly for projects with batteries. Building and Electrical Permits may be routed to the County Fire Department for review.
5. Permits are routed to the Planning Department for compliance with applicable zoning codes. For ground-mounted installations, additional permits may apply (grading and grubbing permits).
6. Review DCCA's "Information for Consumers About Going Solar" at:
<http://cca.hawaii.gov/rico/files/2014/09/CLB-140903-Information-for-Consumer-About-Solar.pdf>