

**Residential Photovoltaic Systems**  
**County of Kauai, Department of Public Works (DPW)**  
**Kauai Island Utility Cooperative (KIUC)**

**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; Kauai County Code Chapter 12 Building Code, Chapter 13 Electrical Code, and Chapter 14 Plumbing Code; KIUC Distributed Generation Interconnection Policies and Procedures

**For Permit Application, Guidelines and Fees:**

[http://kauai.coopwebbuilder.com/sites/kauai.coopwebbuilder.com/files/tariff\\_2.pdf](http://kauai.coopwebbuilder.com/sites/kauai.coopwebbuilder.com/files/tariff_2.pdf) for KIUC Distributed Generation Interconnection Policies and Procedures.

**Potential Approval Prerequisites:** Applicable zoning permits; Pick up the Interconnection Request application at KIUC and the *Plan Review Checklist for Photovoltaic System Installation* at DPW, as these are not available online.

**Fees:** Application Fees are required for the building and electrical permits, check with DPW for required fees.

**Application Form:** Applications are not available online. Applications are available at KIUC and DPW.

See Kauai County's ePlan Review and online Building Permits tools for electronic submissions.

<http://www.kauai.gov/Government/Departments/PublicWorks/BuildingDivision/tabid/64/Default.aspx>

**Contact Information:** KIUC (808) 246-4300; DPW Building Permit Division (808) 241-6655

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): <a href="http://cca.hawaii.gov/">http://cca.hawaii.gov/</a>	
2. Submit an Interconnection Request application to KIUC including all requirements as listed in the application form. It is important to provide a complete application to avoid time delays.	
3. KIUC notifies the applicant that the Interconnection Request application has been received.	5 business days
4. KIUC reviews the Interconnection Request application for completeness.	15 business days
5. KIUC conducts a technical review and issues a Notice to Proceed or provides information about system upgrades and associated costs that will be required to proceed.	30 business days
6. Pick up at the DPW a <i>Plan Review Checklist for Photovoltaic System Installation</i> at their front counter.  Submit building and electrical permits to the DPW including all requirements as listed in the checklist. For rooftop systems, roof mounting details verifying the roof is structurally adequate is required as part of the building permit application.  Residential systems up to 10 KVA generally do not require an engineer's stamp.	Consult DPW for approximate timeline
7. DPW reviews the building and electrical permit applications for completeness. Internal routing likely includes the Planning and Engineering Divisions.	

8. DPW approves the plans and issues the permits to a licensed electrical contractor.	
9. Install the PV system.	
10. DPW inspects the PV system installation and issues a County Final Inspection.	
11. Submit to KIUC, the contractor's Certificate of Completion, proof of inverter settings, and the County Final Inspection.	Consult KIUC for approximate timeline
12. KIUC will verify the system (Witness Test) and change the meter.	
13. KIUC issues an Authorization to Operate in Parallel letter. Upon receipt of the authorization letter, the applicant can turn on the system.	
<b>Estimated Time from Completed Application Acceptance</b>	<b>3 months to 1 year</b>

**Other Application Considerations:**

1. Solar photovoltaic equipment must be installed per the manufacturer's recommendations.
2. Projects generating power under KIUC power purchase agreement/oversight where power is sold directly to the KIUC may be exempt from Electrical Permit requirements, however, a Building Permit would still be required for the construction of any structures, including structures built for batteries and other storage equipment.
  - a. Projects generating power for the structure itself are required to obtain a Building Permit.
3. 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.
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. Kauai County may not issue a Building Permit for any project until after all zoning permits are obtained.
6. Permits are routed to the Planning Department for compliance with applicable zoning codes. For ground-mounted installations, additional permits may apply (grading, grubbing, etc.).
  - a. For construction on or near a roadway, a Road Permit is required. An easement and environmental review under HRS 343 may also be required.
7. 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>