

**Rooftop Residential Solar Panels Electrical Permit
County of Maui, Department of Public Works (DPW)
Maui Electric Company (MECO)**

Purpose: This process covers installation of residential photovoltaic (PV) systems within a residential lot.

Regulations / Authority: Hawaii Revised Statutes (HRS) 269-101 to 269-111; Maui County Code (MCC) 16.16A, 16.18B; MECO Net Energy Metering (NEM)

Potential Approval Prerequisites: Review the U.S. Department of Energy Homebuilder's Guide to Going Solar: <http://www1.eere.energy.gov/solar/pdfs/44792.pdf>

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

For Permit Application, Guidelines and Fees:

- <http://www.mauielectric.com/meco/Clean-Energy/Clean-Energy-Generation/Net-Energy-Metering-in-Hawaii> for NEM information.
- <http://www.mauielectric.com/vcmcontent/MECO/RenewableEnergy/MECO%20NEM%20FORM%20A%202013.pdf.pdf> for MECO NEM project equal to or less than 10kW.
- <http://www.mauielectric.com/vcmcontent/MECO/RenewableEnergy/MECO%20NEM%20FORM%20A10%202013.pdf.pdf> for MECO NEM projects greater than 10kW.
- http://www.co.maui.hi.us/documents/20/81/83/Permit_Reg_For_PhotovoltaicSystems_WindTurbines_Windmills_Dec2009.PDF for electrical and building permit requirements from DPW, Development Services Administration.
- http://www.co.maui.hi.us/documents/20/81/86/2013FY_FeeSchedule_Elec_201402041926544343.pdf for fees which are based on size and quantity, and are set by an ordinance.

Master Application Form: MECO NEM applications are available online at the NEM information link above, and electrical and building permit applications are available at DPW, Development Services Administration.

Contact Information: MECO NEM (808) 871-8461, ext. 2445; DPW Electrical Permit & Inspection Office (808) 270-7255

Checklist / Process	Chronology
1. Hire a solar contractor with a State of Hawaii 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 MECO including all requirements as listed in the application form and appendices. It is important to provide a complete application to avoid time delays.	
3. MECO reviews NEM application for completeness.	15 business days
4. MECO conducts an initial technical review, if required.	15 business days
5. MECO conducts a supplemental review, if required.	20 business days
6. MECO or applicant conducts an interconnection requirement study, if required.	150 calendar days

7. For rooftop PV, Electrical Contractor submits an electrical permit application to DPW which may include 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. If an applicant is unable to obtain a letter verifying the roof is structurally adequate, submit a building permit along with the electrical permit.	
8. For free standing or ground mounted PV, submit an electrical permit application to DPW by an electrical contractor licensed in the State of Hawaii, and a building permit application to DPW by an architect or structural engineer licensed in the State of Hawaii. Ground-mounted PV may also need grading and/or grubbing permits depending on the amount of ground preparation that will be needed.	
9. DPW reviews the electrical and/or building permit applications for completeness. Electrical drawings showing details of the installation are required to be submitted with the permit application. Large or complex projects may also require the drawings to be stamped and signed by a State of Hawaii licensed electrical engineer.	
10. DPW will require MECO to pre-approve the pv installation before it will issue the electrical permit. Submit a copy of MECO's pre-approval letter with the electrical permit application.	
11. DPW issues the electrical permit.	30 days from Step 9
12. Install the PV system.	
13. DPW & MECO inspect the PV system.	10 business days
14. MECO executes the NEM Agreement.	5 business days
15. MECO installs the NEM meter.	10 business days
Estimated Time from Completed Application Acceptance	3 months to 1 year

Other Application Considerations:

1. Review MECO's NEM information website for list of eligible inverters, eligible PV modules, and approved equipment.
2. Electrical Permits shall expire if the initial required inspection is not approved within one year from the date of issuance. Once the initial required inspection is approved, the permit shall be allowed to remain active up to a maximum of 5 years from the date of issuance, or until the Final Inspection is Approved, whichever occurs first.
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 are routed to the Maui County Fire Department for review.
5. Permits are routed to the Planning Department for compliance with applicable zoning codes.
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>