

Residential Photovoltaic Systems
City and County of Honolulu, Department of Planning and Permitting (DPP) Building Division
Hawaiian Electric Company (HECO)

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; Revised Ordinance of Honolulu Chapter 16 Building Code and Chapter 17 Electrical Code; HECO 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 HECO's Guide to Going Solar at http://www.hawaiianelectric.com/vcmcontent/StaticFiles/pdf/Initial%20Steps%20to%20Take%20When%20Considering%20PV_NR1112.pdf.

Fees: Application Fee is required – Contact DPP Building Division.

For Permit Application, Guidelines and Fees:

- HECO NEM information, applications, and forms are available online at:
<http://www.hawaiianelectric.com/portal/site/heco/menuitem.508576f78baa14340b4c0610c510b1ca/?vgnextoid=12a290a2decab110VqnVCM1000005c011bacRCRD&cpsexcurrchannel=1>.
- DPP PV certification form is available at:
<http://www.honolulu.dpp.org/Portals/0/pdfs/construction/PV%20Special%20Inspection%20Form%202013.pdf>.
- DPP Building Permit applications are available at:
<http://dppweb.honolulu.gov/DPPWeb/default.aspx?PossePresentationId=3000>

Contact Information: HECO NEM (808) 543-4730; DPP Building Division (808) 270-7255

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 HECO including all requirements as listed in the application form and appendices. It is important to provide a complete application to avoid time delays.	
3. HECO reviews NEM application for completeness.	15 business days
4. HECO conducts an initial technical review, if required.	15 business days
5. HECO conducts a supplemental review, if required.	20 business days
6. HECO or applicant conducts an interconnection requirement study, if required.	150 calendar days
7. For rooftop PV, submit a Building Permit to DPP which must 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. An online Building Permit application must be completed at: http://dppweb.honolulu.gov/DPPWeb/default.aspx?PossePresentationId=3000 If an applicant is unable to obtain a letter verifying the roof is structurally adequate, a new Building Permit for the roof may be required.	
8. For free standing or ground mounted PV, submit a Building Permit to DPP signed by a licensed electrical contractor, and signed by an architect or structural engineer licensed in the State of Hawaii.	
9. DPP reviews the Building Permit applications for completeness.	
10. DPP will require HECO to approve the Building Permit.	

11. DPP issues the Building Permit.	30 days from Step 9
12. Install the PV system.	
13. HECO inspects the PV system.	10 business days
14. HECO executes the NEM Agreement.	5 business days
15. HECO installs the NEM meter.	10 business days
Estimated Time from Completed Application Acceptance	3 months to 1 year

Other Application Considerations:

1. Review HECO'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 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, grubbing, etc.).
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>