



Submittal Requirements for Solar Pool Heating Installations for One- and Two-Family Dwellings

ATTACHMENT H
BCM 6807
Article 1
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This information bulletin is published to guide applicants through a streamlined permitting process for solar pool heating (SPH) projects 30 kWth (462 square foot) in size or smaller. This bulletin provides information about submittal requirements for plan review, required fees, and inspections.

1. Approval Requirements

Building, plumbing and depending on the configuration of the proposed system, electrical and/or mechanical permits shall be required to install a SPH system with a maximum thermal output of 30 kWth or less.

1. Submittal Requirements

- a) Completed permit application form. This permit application can be downloaded at <http://dpw.lacounty.gov/bsd/content>.
- b) Demonstrate compliance with the eligibility checklist for expedited permitting. See Attachment K – Eligibility Checklist for Expedited Solar Pool Heating Permitting.
- c) A completed Solar Pool Heating Standard Plan. The standard plan may be used for proposed solar installations 30 kWth in size or smaller and can be downloaded at <http://dpw.lacounty.gov/bsd/content>.
- d) A roof plan showing roof layout and solar collectors with attachment details.
- e) Standard one-line plumbing diagram of system showing and labeling major components.
- f) Equipment cut sheets including collectors, controller, motorized valve (if applicable).
- g) Completed expedited Structural Criteria along with required documentation. Structural Criteria can be downloaded at <http://dpw.lacounty.gov/bsd/content>.
- h) Completed Form A, Form B, or Form C Affidavit. Forms A, B, and C can be downloaded at <http://dpw.lacounty.gov/bsd/content>.

3. Plan Review

Permit applications can be submitted electronically through the following website: <https://dpw.lacounty.gov/bsd/bsop> or to the local office having jurisdiction for the project, see <http://dpw.lacounty.gov/general/ServiceLocator/>.

4. Fees

Plan check and permit fees are a set amount and can be found in our fee schedule at: <http://dpw.lacounty.gov/bsd/index.cfm?p=fees>.

5. Inspections

Once all permits to construct the solar installation have been issued and the system has been installed, it must be inspected before final approval is granted. On-site inspections can be scheduled by contacting the local office by telephone. For contact information see our website at: <http://dpw.lacounty.gov/bsd/index.cfm?p=offices>.

Inspection requests received within business hours are typically scheduled for the next business day. If next business day is not available, inspection should happen within a five-day window.

Permit holders must be prepared to show conformance with all technical requirements in the field at the time of inspection. The inspector will verify that the installation is in conformance with applicable code requirements and with the approved plans.

The inspection checklist provides an overview of common points of inspection and the applicant should be prepared to show compliance with these points.

6. Departmental Contact Information

For additional information regarding this permit process, please consult our departmental website at <http://dpw.lacounty.gov/bsd/content> or contact the local office having jurisdiction for the project.