BUILDING & SAFETY

Residential Photovoltaic (Solar) Permits

www.LasVegasNevada.gov/BuildingPermits

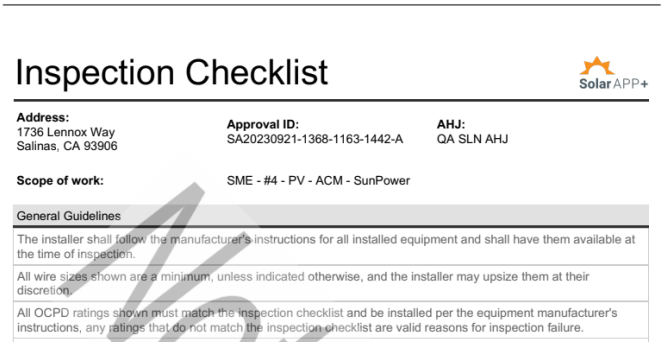
Phone: (702) 229-6251

Effective February 5, 2024

All Residential Photovoltaic (PV)/Solar Permits without an ESS (battery system) will be required to submit the SolarApp+ checklist and an Electrical Load Calculation for permit and inspection.

Here are the steps for the new process:

- Applicants must be licensed electrical contractors for a same day online permit. *Owner/Builder permits are not eligible for this process and must submit plans for a full review.*
- Contractors must register with SolarApp+ at : https://solarapp.nrel.gov/login
- Click *Login* or *Register* to get started.
- A $25 processing fee will be charged by the SolarApp+ website.
- Once you are registered, then log in and enter the job specific details for your photovoltaic installation and answer all the questions until you finish the process and generate the final document/checklist. This will be required for the permit submittal, so download and save the complete document as a pdf:



Inspection Checklist

SolarAPP+

Address:
1736 Lennox Way
Salinas, CA 93906

Approval ID:
SA20230921-1368-1163-1442-A

AHJ:
QA SLN AHJ

Scope of work: SME - #4 - PV - ACM - SunPower

General Guidelines

The installer shall follow the manufacturer's instructions for all installed equipment and shall have them available at the time of inspection.

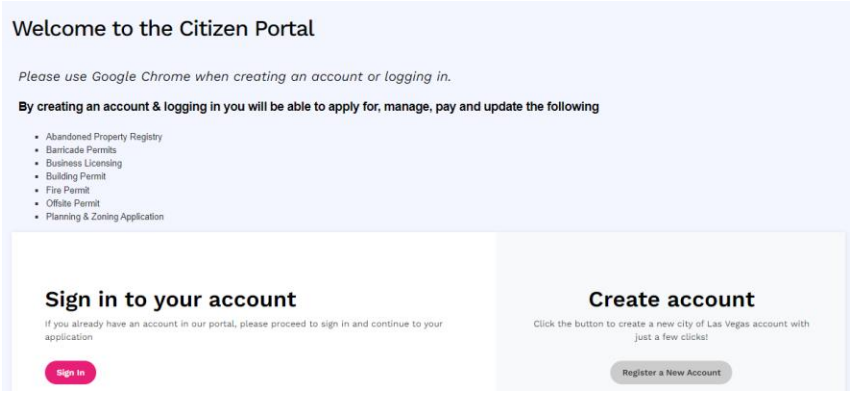
All wire sizes shown are a minimum, unless indicated otherwise, and the installer may upsize them at their discretion.

All OCPD ratings shown must match the inspection checklist and be installed per the equipment manufacturer's instructions, any ratings that do not match the inspection checklist are valid reasons for inspection failure.

Once you have your SolarApp+ Checklist, you can begin the permit process *(use Google Chrome or Microsoft Edge internet browsers)*:

Go to **LasVegasNevada.gov/Dashboard**

1. If you don't have an account on the Citizen Portal, please create a company account. We recommend using a company email that is a shared inbox and can be accessed by multiple people. The system will send automated emails for permit issuance and inspection results.



Welcome to the Citizen Portal

Please use Google Chrome when creating an account or logging in.

By creating an account & logging in you will be able to apply for, manage, pay and update the following

- Abandoned Property Registry
- Barricade Permits
- Business Licensing
- Building Permit
- Fire Permit
- Offsite Permit
- Planning & Zoning Application

Sign in to your account

If you already have an account in our portal, please proceed to sign in and continue to your application

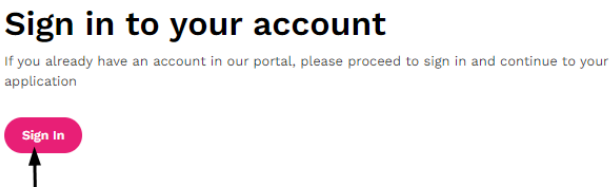
Sign In

Create account

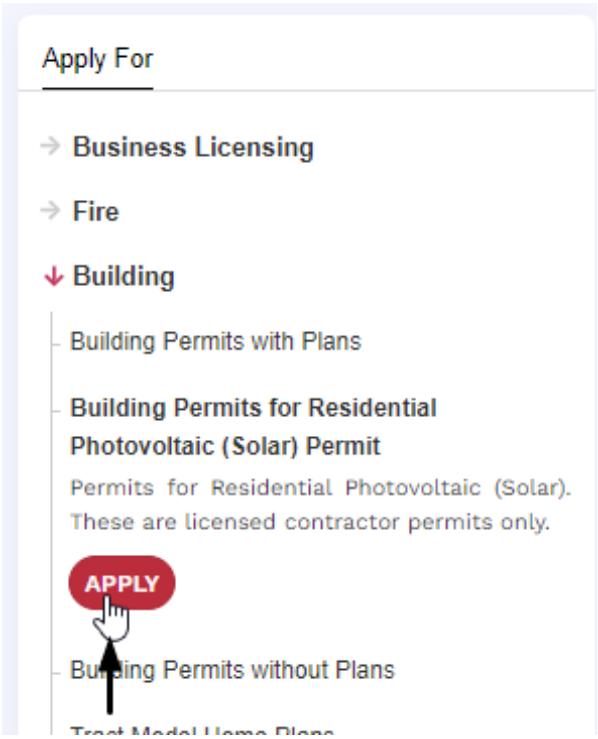
Click the button to create a new city of Las Vegas account with just a few clicks!

Register a New Account

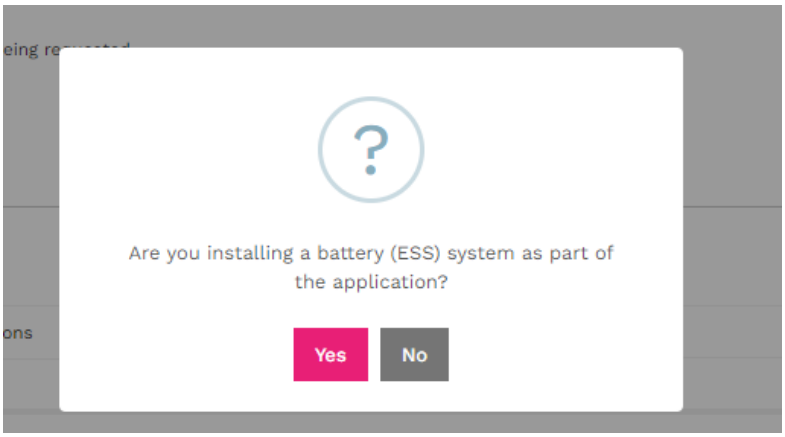
2. Choose “Register a New Account” and enter the name and email address to be used for the account. Do not use the social media links. The system will send you an email to create your password. All emails will come from a donotreply@lasvegasnevada.gov please make sure your email servers accepts those notices.
3. If you already have an account, then choose to login by clicking “Sign In”:



4. Choose “Apply for”, and expand the Building options to choose “***Building Permits for Residential Photovoltaic (Solar) Permits***.” Click on “Apply”:

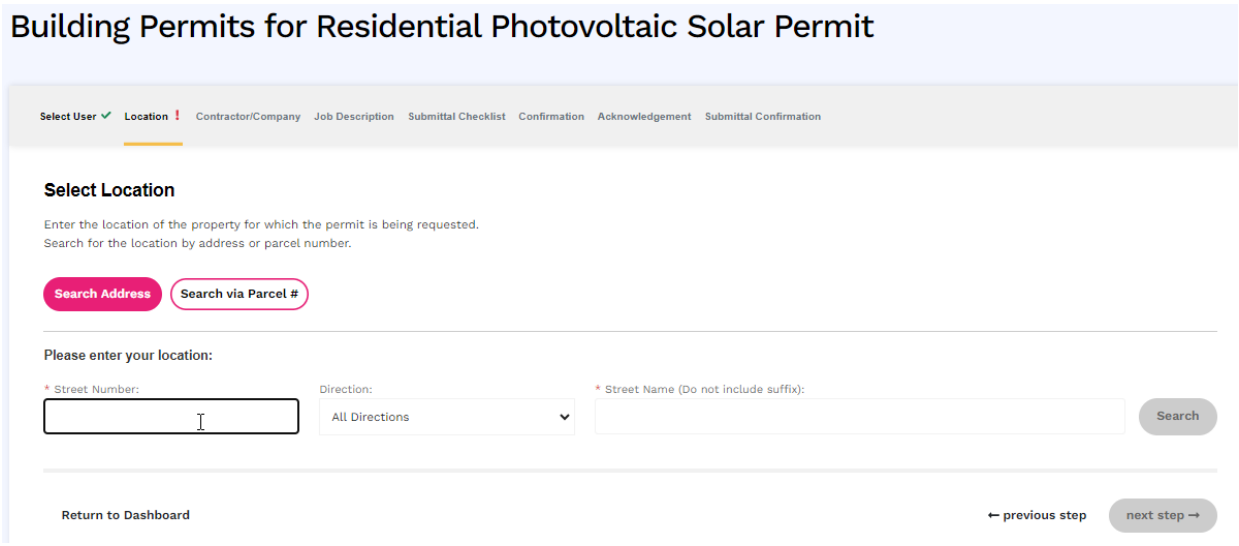


5. Start your application by answering if this installation has a battery:

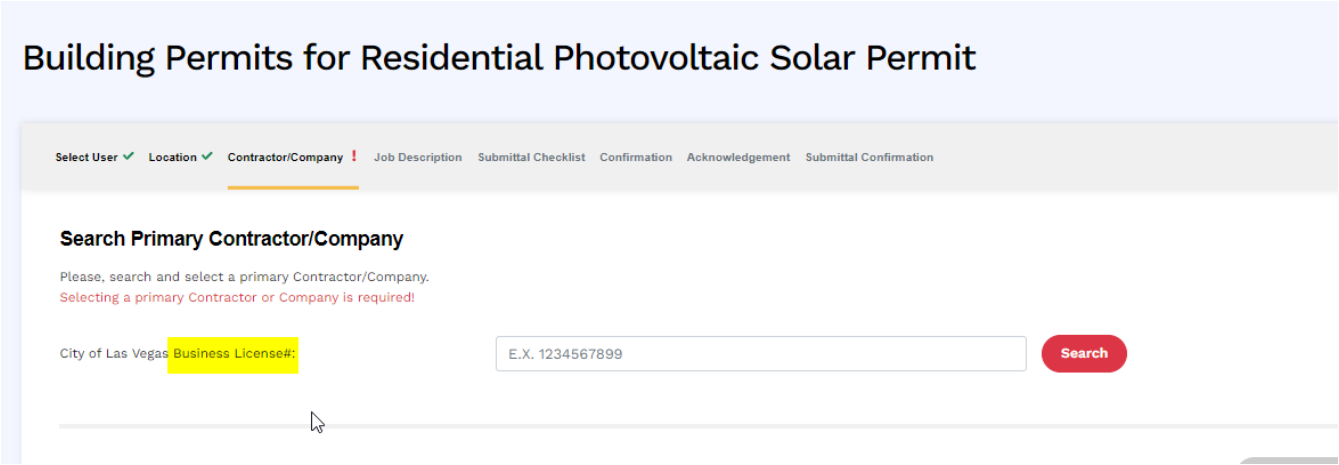


6. If “Yes”, you must submit the plans for a full review. If “No”, you can continue with the online permit for same day issuance.

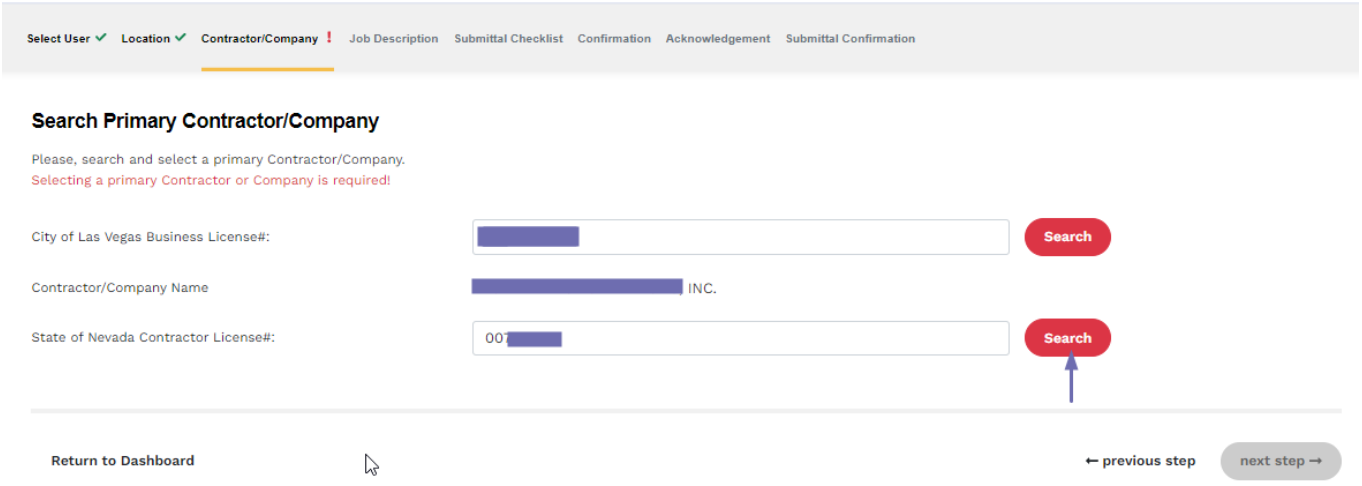
7. Location - Enter the project Address (only residential addresses are eligible) and click next:

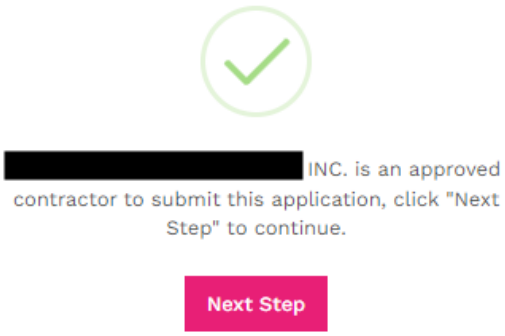


8. Contractor/Company information - Enter your company Multijurisdictional Business license number and click search:

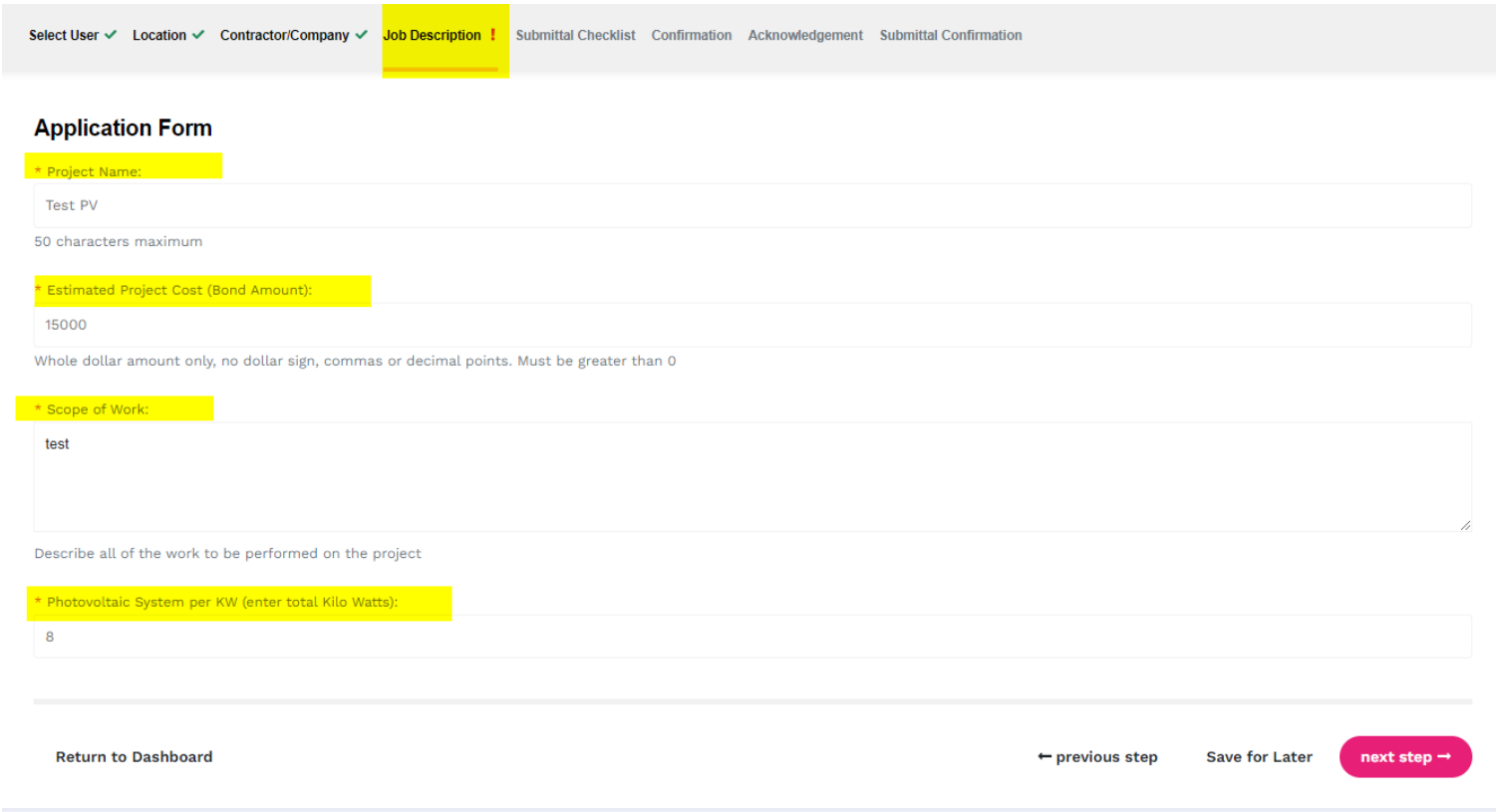


9. Contractor/Company information - The system will locate your company name and add it to the information. Enter your Nevada State Contractors License number for electrical work and click search and "Next Step" when confirmed:

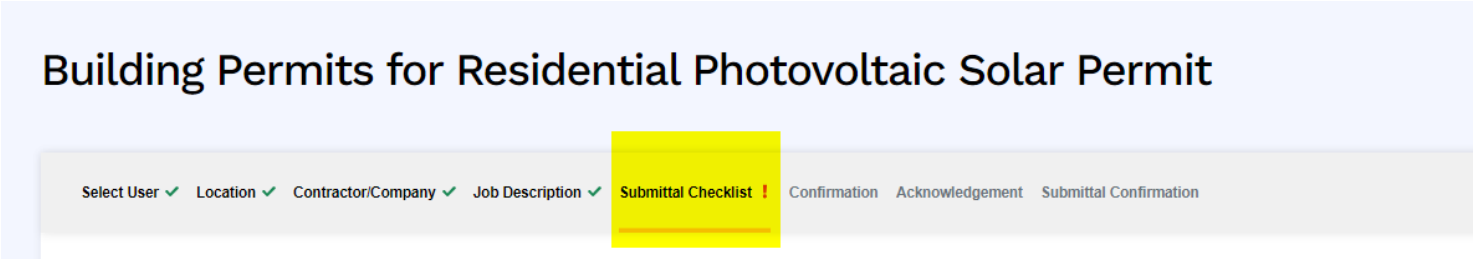




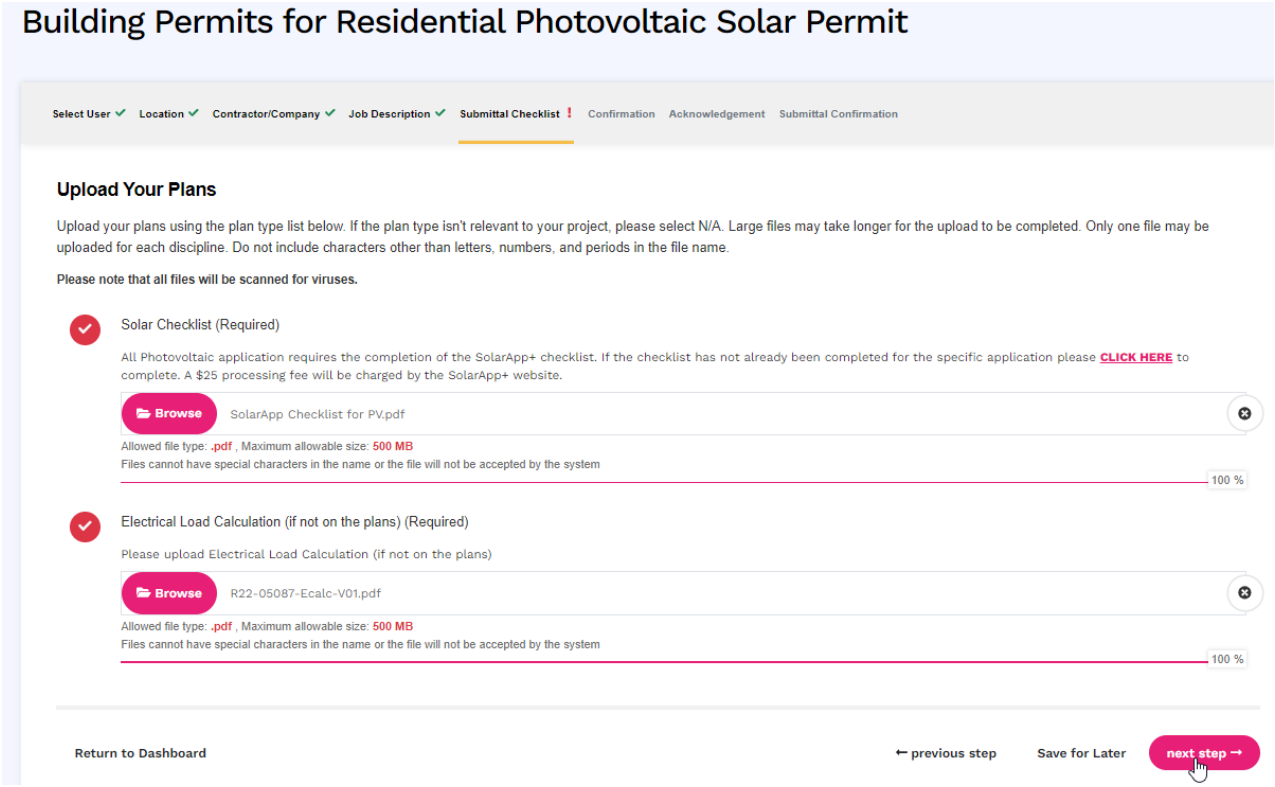
10. Job Description section - Enter the project name, estimated valuation, scope of work and the total kilowatts and then click on “next step”:



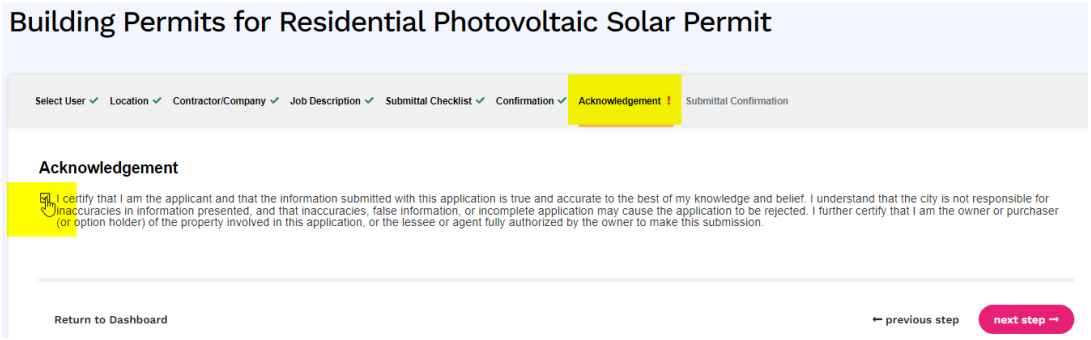
11. Submittal Checklist – this is the step to upload your documents.



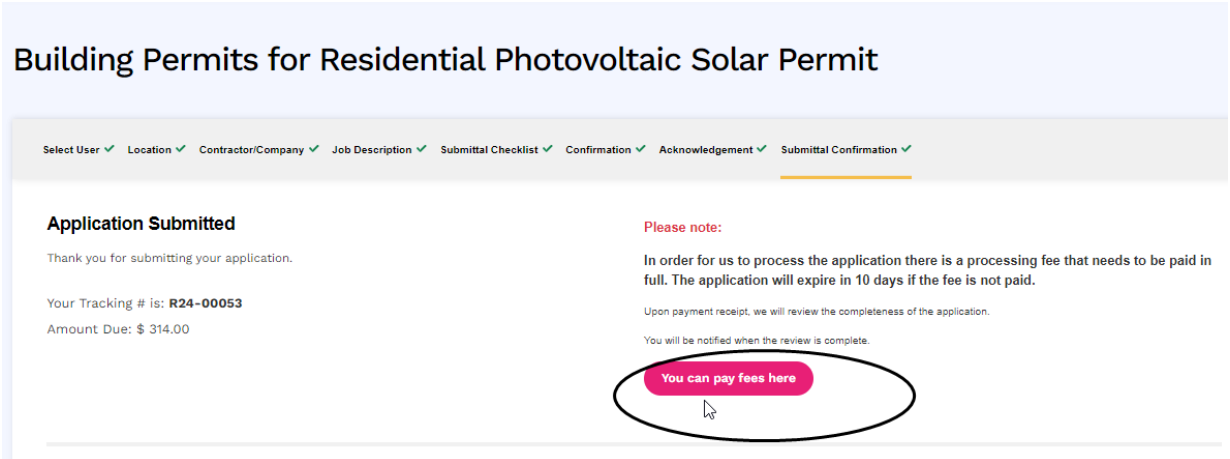
12. Upload the SolarApp+ Checklist and the Electrical Load Calculation for the installation at this address, add your contact information and click “next step”:



13. Confirm your checklist is uploaded and your contact information is captured. Click “next step”.
14. Acknowledgement page needs to be checked and click “next step”:



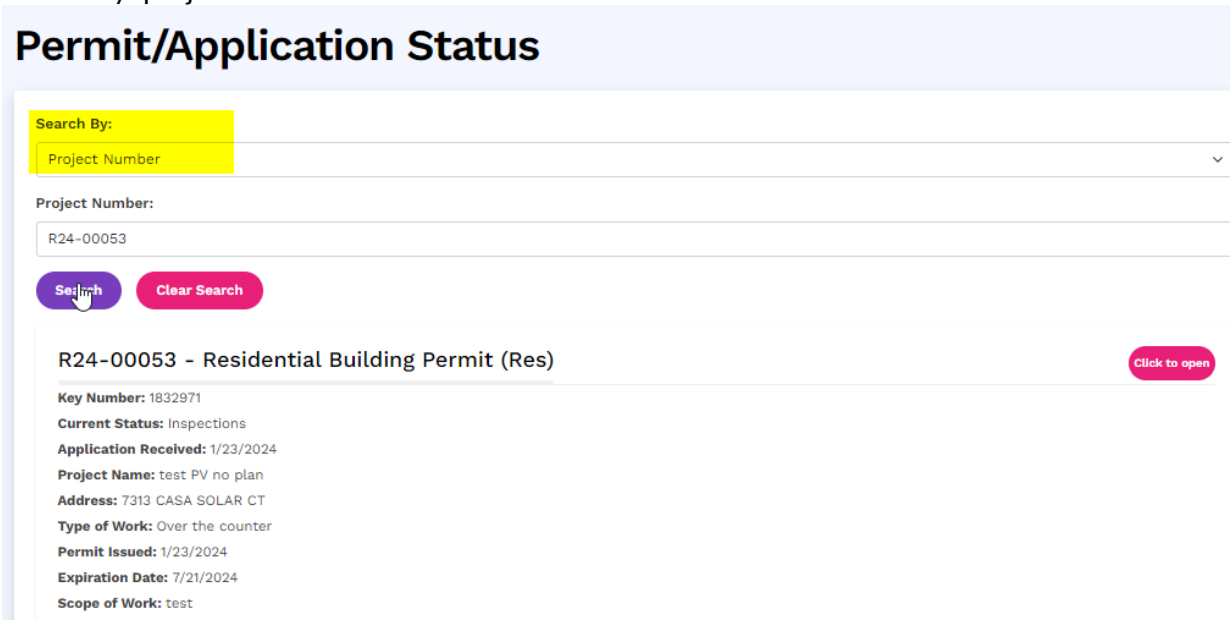
15. Permit created (see your permit number) – pay your permit fees on the link *(applications are automatically voided by the system in 10 days if unpaid)* :



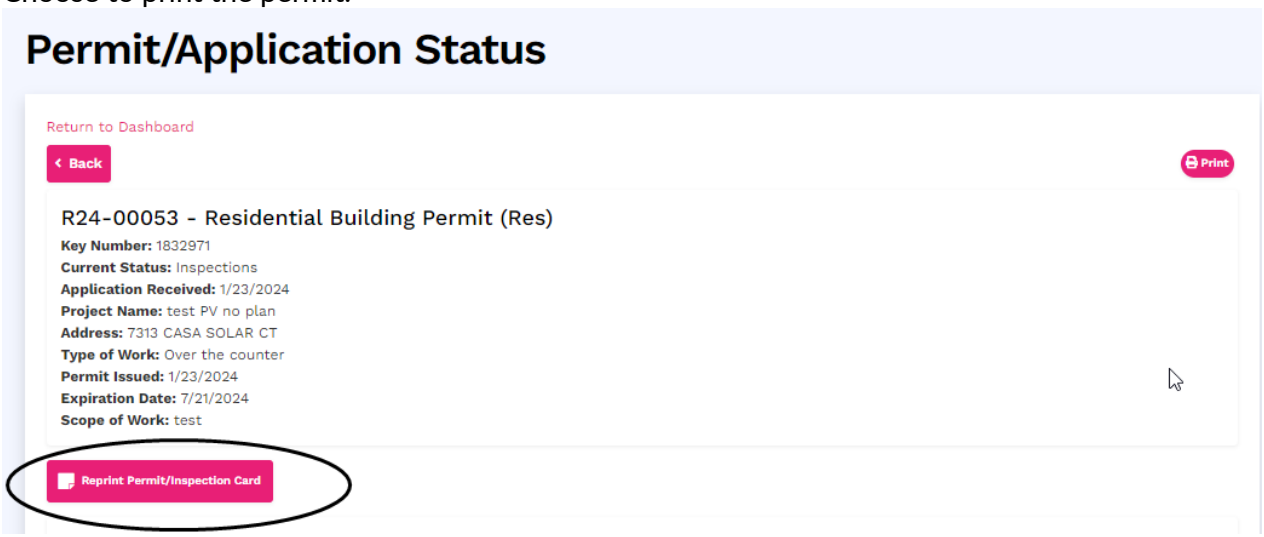
16. An automated email will be sent to your email address with the payment receipt and then a second email upon permit issuance from our donotreply@lasvegasnevada.gov server.

17. Print all your documents for the installation and your permit for the inspection. The permit can be printed from permit number link on the Dashboard that takes you to our Check Status page or directly go to Check Status to print the permit: **LasVegasNevada.gov/CheckStatus**

    a. Search by project number:



    b. Choose to print the permit:



18. Only one inspection is required for Photovoltaic and that is the **#227 inspection**.

19. Schedule inspection online when ready through the Dashboard link or directly at **LasVegasNevada.gov/ScheduleInspection**