

SOLAR SUBMITTAL STANDARDS & CHECKLIST

Submittal Standards

File Naming Standards allow for easy identification of drawings by naming convention: vector file types such as .PDF facilitate the most efficient viewing of documents. **Plans must be submitted in PDF Format.** Files must be print ready, i.e. setup properly for printing with title block, no data outside the print page area, etc.

- ◆ All plans must be submitted in Landscape format in the horizontal position & each sheet must be a different file.
- ◆ All plans need to be drawn to scale.
- ◆ All plans must have a space reserved in the upper left corner for City Approval stamps.

Submittal Checklist

Applicant	Description
	PV Array Configuration
	Grounding
	Wire Management
	Conductors
	Rapid Shutdown of PV Systems on Buildings
	Charge Controllers
	Disconnects
	Inverters
	Batteries

Submittal File Naming Requirements

Drawing file name must include the first characters of the discipline name, followed by the sheet number and name. **Resubmittals must use the EXACT same file name as the original.**

File Naming Examples for Solar Projects

Discipline	Sheet ID	Sheet #	Example File Names
Site Plan/Cover	NA	NA	Cover Sheet
Elevations	NA	NA	Elevations
Bracing Details	NA	NA	Bracing Details



12/15/2020

Solar Panel Installation Companies

RE: 2018 IFC Code Adoption

Good morning! Beginning on January 1, 2021, the City of Meridian has adopted the 2018 International Fire Code. Along with that comes changes to solar panel installations. I have summarized what the code says below:

- No fewer than two – 3-foot pathways up the rakes with at least one being on the front, or driveway side of the structure.
- 18” across the ridge on both sides if the solar panels occupy less than 33% of the plan view of the total roof area. If it is more than 33% then the ridge dimension is 3’ of clear space on each side of the ridge.
- No solar panels can be installed below an emergency escape or rescue access (i.e. a bedroom widow).
- The 2018 code does not address hips and valleys. For fire operations and consistency – I will be using the 18” of clearance on each side of the hip or valley.
- Also new is this section of code pertaining to labeling:

1204.5.1 Rapid shutdown type. The type of solar photovoltaic system rapid shutdown shall be labeled with one of the following:

1. For solar photovoltaic systems that shut down the array and the conductors leaving the array, a label shall be provided. The first two lines of the label shall be uppercase characters with a minimum height of 3/8 inch (10 mm) in black on a yellow background. The remaining characters shall be uppercase with a minimum height of 3/16 inch (5 mm) in black on a white background. The label shall be in accordance with Figure 1204.5.1(1) and state the following:

SOLAR PV SYSTEM EQUIPPED WITH RAPID SHUTDOWN. TURN RAPID SHUTDOWN SWITCH TO THE “OFF” POSITION TO SHUT DOWN PV SYSTEM AND REDUCE SHOCK HAZARD IN ARRAY.

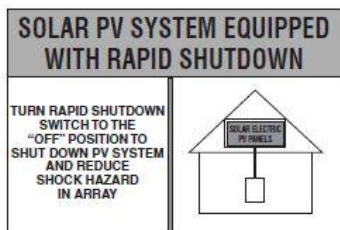


FIGURE 1204.5.1(1)
LABEL FOR SOLAR PV SYSTEMS THAT
REDUCE SHOCK HAZARD WITHIN ARRAY AND
SHUT DOWN CONDUCTORS LEAVING ARRAY



2. For photovoltaic systems that only shut down conductors leaving the array, a label shall be provided. The first two lines of the label shall be uppercase characters with a minimum height of 3/8 inch (10 mm) in white on a red background and the remaining characters shall be capitalized with a minimum height of 3/16 inch (5 mm) in black on a white background. The label shall be in accordance with Figure 1204.5.1(2) and state the following:

THIS SOLAR PV SYSTEM EQUIPPED WITH RAPID SHUTDOWN. TURN RAPID SHUTDOWN SWITCH TO THE "OFF" POSITION TO SHUT DOWN CONDUCTORS OUTSIDE THE ARRAY. CONDUCTORS WITHIN ARRAY REMAIN ENERGIZED IN SUNLIGHT.

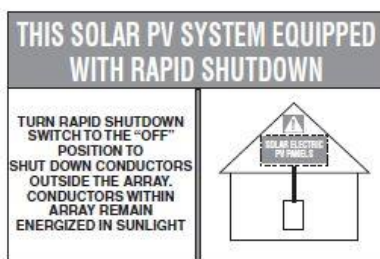


FIGURE 1204.5.1(2)
LABEL FOR SOLAR PV SYSTEMS THAT ONLY SHUT DOWN
CONDUCTORS LEAVING THE ARRAY

As always – if you have something that does not quite “fit”, please contact me and we can discuss.

Please contact my office if you have additional questions.

Thank you,

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cc: Sam Zahorka, Meridian Building Official