

TO BE COMPLETED AND SIGNED BY THE INSTALLING CONTRACTOR

SECTION ONE - GENERAL INFORMATION FOR DG INSTALLATIONS 1 KW – 1,000 KW

All Roseville Electric Utility business Customer-Generators installing distributed generation (DG) systems (solar, energy storage, wind, etc.) greater than 1.0 kilowatt (kW) CEC-AC rated but less than 1,000 kilowatt CEC-AC rated of installed capacity, in parallel with Roseville Electric Utility’s electric service must receive approval to interconnect prior to installation. The customer or installing contractor may complete and submit this application.

The Customer-Generator’s system shall at all times comply with Roseville Electric Utility’s **Rule 21** and **Construction Standards** as well as with all applicable laws, tariffs, electrical codes and applicable requirements of the City of Roseville.

Under no circumstance shall the installed DG systems electric kilowatt hours (kWh) production exceed 100% of the Customer-Generator’s most recent 12 month kWh consumption. Customer-Generator’s can login to the City of Roseville Customer Self-Service (CSS) website for their previous energy usage data. For customers who do not have the required 12 months of historical usage data Roseville Electric Utility may allow a maximum annual system production of 3 kWh per/sq.ft. of conditioned space. A property report will be required to verify the amount of conditioned space.

Roseville Electric Utility is a department of the City of Roseville and your building improvement plans will be routed to us for review, comment, and approval separate from this interconnection application process. It is recommend the utility interconnection application package be submitted directly to Roseville Electric Utility prior to building department permit plan submittal.

General Information for DG Installations Greater than 1,000 kW or other large Distributed Generation Installations

Do not complete this form for DG systems greater than 1,000 kW CEC-AC rated system size (1.0 MW) or other large non-solar distributed generation installations. Contact Roseville Electric Utility at 916-79-POWER to speak with an Energy Program Manager regarding the interconnection process.

CUSTOMER-GENERATOR INFORMATION - PLEASE COMPLETE ALL FIELDS			
Name (as appears on electric bill)		Roseville Electric Utility Service Account #	
Installation address (street)	Zip	Telephone	E-mail
DG SYSTEM INSTALLER (Must be a contractor listed by GO SOLAR CALIFORNIA!)			
Name of company		Telephone	
Mailing address (street)	Mailing address (city)	Mailing address (zip)	
City of Roseville business license #		Contractor’s license #	
Contact name	Contact phone	Contact email	
DG SYSTEM INFORMATION			
Number of panels	Number of energy storage devices	Total CEC AC System Watts	Estimated Installation Date
Is the proposed system an addition to an existing system?		When was existing system installed?	# of panels on the existing system?

ENERGY USE INFORMATION (SELECT ONE)			
I have more than 12 months of energy use at this location and have completed and attached the usage report.			Estimated Installation Date
I have less than 12 months of energy use and am requesting authorization to use 3kWh per square foot as the basis for my system size. Attach your Property Report. (A X B = C)	3 kWh	Conditioned Building Sq. ft.	Eligible kWh Size (Max. Annual kWh per CSI report)
DESCRIPTION OF SERVICE			
A new DG energy system interconnecting to the existing electrical service.			
Physical changes to an existing interconnected DG energy system which was previously approved by Roseville Electric Utility (i.e. adding solar panels, changing inverters, add energy storage). Existing system details must be provided – the array plan and single line diagram must indicate existing and proposed system details and inverter and panel information.			
New construction; a new electrical service with a new interconnected DG energy system.			
Other: Please explain via a separate attached statement.			

SECTION TWO - METERING

Roseville Solar 2.0 - Metering

- For all new DG systems, and existing systems expanding more than 10%, a Roseville Solar 2.0 multi-register revenue meter shall be installed. The Roseville Solar 2.0 meter is capable of measuring the Customer-Generator’s kWh consumption from the Utility’s electric grid, and in the event the energy generated by the DG system exceeds the energy consumed, the meter will also measure the kWh that Roseville Electric Utility receives back to the electric grid from the Customer-Generator’s DG energy system.
 - The existing facility meter may not be a multi-register meter. As part of the application process, Roseville Electric Utility will assess the existing customer meter to determine if a multi-register meter upgrade is necessary. If the existing meter does not have this capability, Roseville Electric Utility must upgrade the meter to the multi-register technology.
 - If Roseville Electric Utility determines that a multi-register meter upgrade is required the cost of this upgrade is the responsibility of the Customer-Generator. If multi-register upgrade charges apply they, will be included as fees collected in the permitting process.
 - The multi-register meter charge is subject to change with wage adjustments, benefits multipliers and indirect charge multipliers changes. See the our web page for the current meter upgrade charge.
- The cost for this upgrade is the direct responsibility of the Customer-Generator and will be collected as part of the project permit process with the City of Roseville.

Power Production Metering

- To provide for utility distribution planning and operations, Roseville Electric Utility requires utility owned power production metering equipment to be installed for all customer owned non residential distributed generating systems. The multi-register and power production meter will be provided and installed by Roseville Electric Utility. The production meter is capable of measuring the electric flow directly from the distributed generating solar energy system.
- All infrastructure/electrical equipment required to install the power production meter (such as meter socket, conduit and electric wires, etc.) will be the direct responsibility of the Customer-Generator, and shall be installed to comply with all current California and City building codes.

SECTION THREE – EQUIPMENT INFORMATION

Dedicated Customer Back Feed Breaker: All customer owned distributed generating systems shall be fed off a dedicated customer back feed breaker located within the main electrical panel as detailed in Roseville Electric Utility's commercial construction standards.

AC Disconnect Switch: All installed DG systems in Roseville Electric Utility service territory shall have a DG AC disconnect device(s) installed within five feet of the meter panel, between the customer's breaker and inverter(s). The disconnect device(s) must be accessible at all times and shall be a "visible open" type device, meaning an air gap must be visible between the trailing edge of the moving contact and the stationary contact without the removal of the arc suppression cover. All disconnect devices shall be able to be locked in the OPEN/OFF position. There will be a dedicated disconnect device for each inverter. See **Rule 21** and **Roseville Electric Construction Standards** for details.

Batteries / Energy Storage: Energy storage interconnected in parallel to Roseville Electric Utility's grid will be subject to a supplemental review process by Roseville Electric Utility.

SECTION FOUR - INTERCONNECTION APPLICATION PROCESS

Interconnection

For non residential Customer-Generators requesting interconnection to Roseville Electric Utility several interconnection agreement documents are required to ensure safe and reliable operation of Roseville Electric Utility's distribution system and to confirm that the Customer-Generator's interconnection has been performed in accordance with Roseville Electric Utility's tariffs, **Roseville Electric Utility Construction Standards** and **Rule 21**. Failure to abide by these requirements could result in a DG system being locked off delaying interconnection approval. Customer-Generators should not delay sending any part of the submittal package to Roseville Electric Utility.

Required Documents for Interconnection Applicants:

- A completed copy of the "Non Residential DG Interconnection Application"
- A City of Roseville Building Permit
- CSI Standard PV Calculator Input and Results Printouts found at www.csi-epbb.com

Applicants shall meet all applicable safety and performance standards established by the National Electrical Code, the Institute of Electrical and Electronics Engineers and accredited testing laboratories such as Underwriters Laboratories. A Customer-Generator with a DG system that meets those standards and rules shall not be required to install additional controls and/or perform or pay for additional tests.

Prior to Installation:

- **Complete Interconnection Application** and submit to Roseville Electric Utility with the following documents:
 - Equipment specification and equipment information

CSI Standard PV Calculator printout (EPBB Report)

- Values from the shading analysis can be filled out or customer may fill in "minimal shading"
- Verify the annual kWh generated is less than the total of the most recent 12 months (kWh)

Upon Completion of the Installation:

- Contact Roseville Electric Utility to **schedule DG system inspection** - 916-79-Power.
- Submit to Roseville Electric Utility a copy of the **signed Permit to Operate Request**.
- Contact Roseville Electric Utility to **request permission to operate** – 916-79-Power. Roseville Electric Utility will issue an email once all program requirements and inspections have been approved.
- Once the system is installed, **do not turn on the DG system until:** the multi-register meter has been installed, power production meter and phone line (DG systems sizes greater than 250kW only) have been installed, and the permission to operate email is signed by Roseville Electric Utility and received.
- **Contractor to notify the customer:** they may not turn generation system on until they receive an email from the Utility formally issuing the Permit to Operate.
- **Contractor to notify customer:** there may be a system performance inspection to verify proper system operation before permission to operate is approved. Roseville Electric Utility will send notification of this inspection via e-mail to the customer.

SECTION FIVE – INTERCONNECTION COMPLIANCE

- **Comply with all Rule 21, Roseville Electric Utility Construction Standards, Roseville Electric Utility Requirements for Interconnection and Access to Metering Tariffs Requirements**
- It is recommended that all applicants and their contractors obtain a copy of Roseville Electric Utility's **Rule 21** and the **Commercial Construction Standards** from Roseville Electric Utility's web site (www.roseville.ca.us/electric) read and understand all interconnection requirements. Failure to abide by these requirements could result in a delay and/or rejection of permission to interconnect and delay and/or refusal to pay rebate. All installed DG systems must meet these requirements.

Access to Roseville Municipal Code Electric Meter Tariffs

- Qualified Customer-Generators applying for DG system installations will have access to the Roseville Municipal Code 14.24.051 electric generation rates as a condition upon the system meeting all Rule 21 and Roseville Electric Utility Construction Standards requirements.
- Failure to meet and/or maintain DG equipment and operational standards may result in the loss of access to meter tariffs.

Permission to Operate or Interconnect

- **DG systems installed in Roseville may not operate in parallel with Roseville Electric Utility's Distribution System without receipt of an email from the Utility containing the Permit to Operate.** Unauthorized parallel operation could result in injury to persons and/or damage to equipment and/or property for which the customer may be liable.
- Safe Operation of the DG system: Notwithstanding any other provision of this application, if at any time Roseville Electric Utility determines that either (a) the DG system, or its operation, may endanger Roseville Electric Utility personnel, or (b) the continued operation of the DG system may endanger the safe and reliable operation of Roseville Electric Utility's electrical system, Roseville Electric Utility shall have the right to disconnect the DG system from their distribution system and such a DG system shall remain disconnected until such time as Roseville Electric Utility is satisfied that the unsafe conditions have been corrected.

Meter Access

- Additionally, unobstructed access to the electric meter must be provided at all times for meter reading and system maintenance. Keys must be provided for locked gates, doors or equipment.

Document and Fee Requirements

- Other Documents and/or charges may be required and there may be requirements for interconnection in addition to the above list, depending on the specifics of the planned DG system. Other approvals and/or other agreements may be needed for special Roseville Electric Utility programs or regulatory agency requirements.

Billing and Metering Tariffs

Please go to the Roseville Municipal Code for complete information: <http://qcode.us/codes/roseville/> or call 79- Power for assistance.

SECTION SIX - DOCUMENT SUBMITTAL CONTACT INFORMATION

Email the required attachments and application to commercialsolar@roseville.ca.us

For questions or additional assistance, please contact Roseville Electric Utility (916) 79-POWER (797-6937) or commercialsolar@roseville.ca.us

SECTION SEVEN – TERMS AND CONDITIONS

The undersigned declares under penalty of perjury that:

- The site installation is located within the service territory of Roseville Electric Utility.
- The above described DG system is intended primarily to offset part or all of the Customer-Generator’s electrical needs at the site of installation.
- The contractor agrees to abide by the terms set forth in the Roseville Electric Utility Commercial Construction Standards and Rule 21 for system interconnection with Roseville Electric Utility.
- The contractor agrees the selection of the equipment is their sole responsibility. Roseville Electric Utility makes no representation as to the safety, reliability and/or efficiency of the equipment selected or components thereof.
- Roseville Electric Utility makes no warranty, whether expressed or implied, including warranty of merchantability of fitness for any particular purpose, use or application of the equipment.
- The information provided in this form is true and correct to the best of their knowledge.

CONTRACTOR WILL ADVISE CUSTOMER-GENERATOR THEY MUST NOT OPERATE THEIR SOLAR ENERGY UNTIL THEY RECEIVE AN EMAIL FROM THE UTILITY CONTAINING THE PERMIT TO OPERATE.

INSTALLING CONTRACTOR SIGNATURE	
Installing contractor firm name	Date
Installing contractor contact name (print)	
Installing Contractor Contact Signature	