Steps to Going Solar: **Inside** City Limits

Now that you have made the decision to install a solar electric system on your property, here is a convenient list of required steps you must complete before connecting to the Longmont Power & Communications (LPC) electric distribution system (the grid).

1. Select a licensed solar installer to install the system. LPC recommends you get two or three bids for the work before selecting an installer.

2. Work with your installer to complete the following documents. Apply for a building permit through the City of Longmont Building Services Division on the website. To complete your permit application, you will need to pay the permit fee and email the following to building.inspection@longmontcolorado.gov:

    i. Small Generation Interconnection Checklist
        1. You and/or your installer **must** complete and submit the checklist to LPC for the solar electric system to be connected to the LPC grid.

    ii. One Line Diagram (*example only*)
        1. One-line diagrams are typically provided by your licensed solar electric system installer.

    iii. An engineer's roof evaluation

3. If you need to make any changes to your system design, LPC will contact you or your installer/contractor. Once these documents meet LPC requirements, Building Services will send you confirmation to proceed via email.

4. Install solar electric system and have system inspected by City of Longmont Building Inspection request an inspection either through the Online Inspection Scheduling or at 303-774-4595.

5. City of Longmont Building Inspection will notify LPC once the solar electric installation is complete and has passed inspection and LPC will set the bi-directional meter and do anti-islanding and pre-parallel testing (at its discretion).

6. Once the meter is set, **LPC will send permission to operate (PTO) documentation to the customer email listed on the Small Generation Interconnection Checklist.**

For information about the islanding protection, reference City Code 14.32.225 C.6.
For information about direct current injection reference City Code 14.32.225 C.7