



City of Artesia  
 Community Development Department  
 18747 Clarkdale Ave, Artesia, CA 90701  
 (562)865-6262 | [www.cityofarteis.us](http://www.cityofarteis.us)

## EXPRESS RESIDENTIAL SOLAR HOMEOWNER ACKNOWLEDGEMENT FORM

A City of Artesia Express Residential Solar Homeowner Acknowledgement Form is required to be completed and signed by residential property owners in order to obtain a City of Artesia Express Residential Solar Permit. Express Residential Solar Permits can be applied online at [Express Residential Solar Permit](#).

### 1.0 SOLAR ENERGY SYSTEM INFORMATION

In order to determine if your residential solar project is eligible for an Express Residential Solar Permit, please verify that your solar energy system will be compliant with the following criteria (Check all that apply):

- Is roof mounted on a single-family residential structure
- Does not exceed 38.4 kW
- Does not include a re-roof
- Does not include a main electrical panel change

If your project meets **all** of the above criteria, please complete Sections 2 & 3 of this application.  
 If your project **does not meet all** of the above criteria, the project is **not eligible** for an Express Residential Solar Permit. Please contact the Community Development Director at (562)865-6262 to apply for a standard Residential Solar Permit.

### 2.0 PROPERTY OWNER INFORMATION

2.1 Name(s): \_\_\_\_\_ 2.2 Phone number: \_\_\_\_\_  
 2.3 Property Address: \_\_\_\_\_

### 3.0 PROPERTY OWNER ACKNOWLEDGEMENT

- Check the boxes below to provide property owner acknowledgement of the following statements:
- 3.1 I understand that in order to be eligible for an Express Residential Solar Permit, the project and plans accompanying this form must meet minimum State requirements.
  - 3.2 I agree and understand that the contractor(s)/installer(s) is responsible for the design and installation of the residential rooftop solar system and/or the residential energy storage system and that a permit will be issued based upon compliance with State requirements.
  - 3.3 I acknowledge that submitted construction documents, calculations, and related equipment or product specifications, which are neither reviewed nor approved by the City are compliant with State requirements.
  - 3.4 I assume all risk/responsibility if the installation of the work deviates from what is permitted by State law for an Express Residential Solar Permit and will strictly adhere to all code requirements and make the necessary changes to the installation.
  - 3.5 I agree to ensure that my contractor(s)/installer(s) comply with the City's construction hours which are: Monday to Saturday from 7:00am to 7:00pm. No construction is permitted on Sundays or City-observed holidays.
  - 3.6 I acknowledge the following re-roof requirements upon any future removal of a solar energy system, my obligation to comply and the requirement to notify any future homeowner of this obligation.

### 4.0 RECOMMENDATIONS & DESIGN PRINCIPLES

The following are recommendations and design principles of the City of Artesia for residential solar energy systems. These recommendations are not required but are strongly suggested in order to maintain consistency with the City's high quality design standards for residential properties.

- 4.1 Minimize Visible Conduits. Visible conduits, piping, or wiring should be minimized to the extent feasible.
- 4.2 Wiring Through Attic. Wiring should be routed under the solar panel/array into the roof and through the attic. When applicable, said wiring shall be located a minimum of 18" below the attic ceiling to comply with life safety requirement.

**4.0 RECOMMENDATIONS & DESIGN PRINCIPLES (Cont.)**

- 4.3 Short Conduit Runs Across Roof. No conduit, piping, or wiring should extend across the roof more than 5'-0". If there is no attic, then panels should be sited to minimize conduit runs across the roof to the extent feasible, with no conduit runs greater than 5'-0" across the roof.
- 4.4 No Conduit Over Roof Ridge. No conduit, piping, or wiring should extend over the roof ridge.
- 4.5 No Conduit Around Roof Eave. No conduit should wrap around a roof eave; instead, conduits should be routed through the roof eave to the vertical wall below.
- 4.6 Paint Conduits to Match Surface. All conduits should be painted to match the color of the surface on which they are mounted.
- 4.7 Paint Equipment to Match Surface. Electric panels, meters, and other equipment should be painted to match the color of the surface on which they are mounted.
- 4.8 Vertical Conduits Runs. Vertical conduit runs should be sited and located in such a manner to minimize visibility from public street and, if feasible, from adjacent properties; such as along a chimney, along a rain gutter, along an architectural projection, or at the intersection of two building planes. To the maximum extent feasible, conduits should not run vertically across the middle of the flat stucco plane, but rather at the plane edges or at the prominent architectural transition areas. If no such architectural transition area exist, the conduit should be run across the shortest vertical distance.
- 4.9 Horizontal Conduits Along Roof Eave. Horizontal conduits, if needed in order to connect the wiring from the attic/roof to the vertical conduit, should run immediately adjacent to and under the roof eave to arrive at the preferred vertical conduit location described above, so as to minimize visibility. If running adjacent to and under the roof eave in infeasible, then the horizontal conduit should run along the base of the building as described below.
- 4.10 Horizontal Conduits Along Building Base. Horizontal conduits that connect the vertical conduit to electrical panels should run along the base of the building above the weep screed or, if infeasible, as low as possible below the height of the perimeter block walls or fence line.
- 4.11 Tidy Grounding Wire Conduit Installation. Grounding wire and its flexible conduit should be installed in a tidy fashion, with straight vertical and horizontal runs, along its entire length. Said conduit should follow the same guidelines above regarding painting and location.
- 4.12 Low Profile Panels. Panel installations should have a low-profile flush-mounted design. The smallest gap feasible is encouraged between the solar panel and the roof material, and said gap should be a maximum of 6".
- 4.13 Consistent Roof Material. Generally, the portion of the roof under the solar panels shall not be changed to a different material than the remainder of the roof. If a different roof material is needed under the solar panels, it should not be visible. In such a case, a Residential Re-Roofing Application will be required for the new material, which is available on the City of Artesia website at [www.cityofartesia.us](http://www.cityofartesia.us). The property owner will be required to record covenant requiring the restoration of said roof material to its original style and color if the solar panel is ever removed in the future.
- 4.14 Equipment in Garage. Equipment located in the garage should be placed so as not to encroach into the required parking area.
- 4.15 Exterior Equipment Height. Equipment mounted on the face of exterior walls of the residence should be no higher than 6'-0" from the finish grade.

**5.0 PROPERTY OWNER SIGNATURE**

I hereby certify under penalty of perjury that all information herein is true and correct to the best of my knowledge, and I am the property owner of this subject property.

Property owner signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property owner name: \_\_\_\_\_

Property address: \_\_\_\_\_

City's Community Development Department Approval: \_\_\_\_\_ Date: \_\_\_\_\_