

**This application is not a permit until fees are received and drawings/plans (if applicable) are approved. Any work prior to permit issuance is prohibited. Permits are non-transferable and Fees are Non-Refundable! All permit applications are to be completed and submitted through the BS&A Online Permitting Portal: <https://bsaonline.com/?uid=2757>**

**PROJECT ADDRESS: Unit/Suite/Apt#: Parcel:**

Residential  Commercial

**Project Description / Full Scope (Required):** 1.

2. \_\_\_\_\_

3. \_\_\_\_\_

**ESTIMATED VALUE (Required):** 4.  
(Total Value of Job)

\$ \_\_\_\_\_

**SOLAR PANELS INSTALLATION:**

- 1.  Roof Mounted
- 2.  Other Location: \_\_\_\_\_

- Complete this application, the attached East Point Power Solar application and the Interconnect Agreement.
- This type of permit requires a submittal of drawings to show how panels are attached to structure and electrical system.
- Residential reviews are 5 business days.
- After the building permit has been approved and issued, a separate Electrical Permit must be applied for and issued.

How to Apply Online:

After [Setting Up Your Online Account](#),

Go to [BS&A Portal](#).  
Click on Apply for Permit

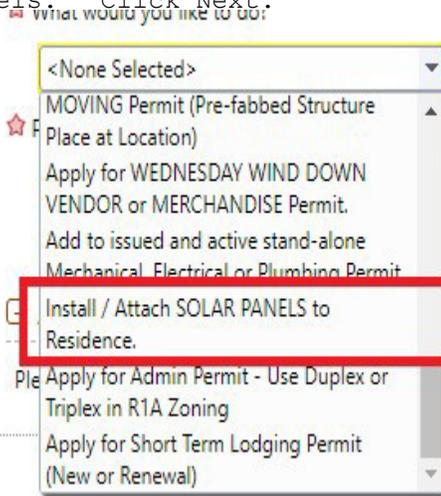
**Building Department**

**Apply for a Permit**

**Apply for a Planning, Zoning or Engineering Process**

Step 1: Put in street number of address, locate address, and click Next.

Step 2: Select "Install Solar Panels." Click Next.



Input Value of Job and click Next.

Step 3: Confirm Applicant information and click Next.

Step 4: Input Estimated Fees. Click Next.

Step 5: Attach all required documents for this submittal. This application will be required to be uploaded. Click Next

Step 6: Confirm information and click Submit.

**ROOF PERMIT INFORMATION**



PLANNING & COMMUNITY DEVELOPMENT eastpointcity.org

2757 East Point Street, East Point, GA 30344 | Phone: (943) 200-2029, option 1 | Email: permits@eastpointcity.org

Who is the PERMIT HOLDER – the person responsible for, will supervise and do the work for this permit: (Reference the “Who Can Pull a Permit document”)

- Homeowner / Property Owner
Contractor (if To Be Determined please check)
Tax Bill and/or Deed filed with County Required
Stated Issued ID Required
Current Business License Required
Copy of State Certification (if applicable) Required
State Issued ID Required

The signature below is a binding statement that the permit holder will be responsible for and supervise the job at the permitted address and that the Property Owner is aware of, agrees with and has granted permission for this permit to be applied for and issued.

Signature of Permit Holder (or agent): Date:

Who is submitting this application:

- Property Owner
Contractor
Designer / Engineer / Architect
Permit Expeditor
Agent for Permit Holder

AGENT FOR PERMIT HOLDER: (All Contact Information Required! Authorized Agent Form required!)

Name: Phone:
Address (Physical / No PO Boxes):
City: State: Zip:
Email:

PROPERTY OWNER: (REQUIRED – APPLICATION WILL NOT BE ACCEPTED WITHOUT PROPERTY OWNER’S INFORMATION!)

Name: Phone:
Address (Physical / No PO Boxes):
City: State: Zip:
Email:

CONTRACTOR: (All Contact Information Required - if To Be Determined, please check)
If contractor is to be determined, an ‘ASSIGNING CONTRACTOR TO PERMIT AFTER SUBMISSION’ form must be submitted with updated information and signatures before permit can issued.)

State Certified Contractor
Specialty Trade (Roofer, Concrete, Siding, Sheetrock, Fence, Windows, etc...)
Name: Phone:
Company Name: Phone (Company):
Address (Physical / No PO Boxes):
City: State: Zip:
Email:
Business License #: State Card # (if applicable):

DESIGNER / ENGINEER / ARCHITECT / PERMIT EXPEDITER (If applicable):

Designer
Engineer
Architect
Permit Expediter
Name: Phone:
Company Name: Phone (Company):
Address:
City: State: Zip:
Email:

CONTACT INFORMATION



**City of East Point-East Point Power**

**Application for Interconnection of Distributed Generation Facility**

The following application must be completed in its entirety and returned to the City of East Point's electric department at least 30 days prior to the anticipated interconnection date so that the city will have ample time to process the request. In addition, applicable permits must be obtained from the City of East Point's Department of Planning and Community Development prior to installation of any distributed generation and associated equipment. The undersigned herewith applies for metering and interconnection services required for the distributed generation project described below.

**Application Fee:**

Generators rated at 10 kW or less

\$50 (Non-refundable)

Generators rated at greater than 10 kW

Based on engineering estimate

**APPLICANT CONTACT INFORMATION**

Name: \_\_\_\_\_

(Same Name as shown for the City Electric Account Billing)

Electric Service Address:

\_\_\_\_\_

Customer Account #: \_\_\_\_\_

Contact Person (if different than above) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone#: \_\_\_\_\_

**CONSULTING ENGINEER OR CONTRACTOR/INSTALLER INFORMATION**

Company Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Phone#: \_\_\_\_\_

**GENERATING FACILITY/INVERTER INFORMATION**

Generator Type: (circle one) ~~Photovoltaic~~ Wind Fuel Cell Hydro Other

Manufacturer: \_\_\_\_\_

Model Name and Number: \_\_\_\_\_

kW Rating: \_\_\_\_\_ kVA Rating: \_\_\_\_\_

Interconnection Voltage: \_\_\_\_\_

Will you supply the necessary var requirements? (Circle one) ~~Yes~~ No

Disconnect Switch Manufacturer/Model Number:

\_\_\_\_\_

Disconnect Switch Rating: \_\_\_\_\_ THD: \_\_\_\_\_

Maximum Fault Current: \_\_\_\_\_

External Disconnect: (circle one) ~~Yes~~ No

If yes, location: \_\_\_\_\_

Will the system export power? (Circle one) ~~Yes~~ No Rated

Frequency: \_\_\_\_\_

**ONE-LINE DIAGRAM AND ADDITIONAL INFORMATION**

One-Line Diagram Attached: (circle one) ~~Yes~~ No

Product Literature Attached: (circle one) ~~Yes~~ No

Obtained Electrical Permit: (circle one) ~~Yes~~ No

**EXISTING ELECTRIC SERVICE**

Main Panel Ampere Rating: \_\_\_\_\_

Main Panel Voltage Rating: \_\_\_\_\_

Service Character (circle one) - Single phase    Three phase

**DISTRIBUTED GENERATION INSTALLATION INFORMATION**

Is the normal operation of this generator intended to provide power to meet base load requirements, demand management, standby power, back-up power, or other? (Please describe): \_\_\_\_\_  
\_\_\_\_\_

Estimated In-Service Date: \_\_\_\_\_

Estimated Interconnection Date: \_\_\_\_\_

By completing and submitting this Application, Applicant agrees to all service rules, regulations, terms, policies and procedures, as amended from time to time, which are incorporated herein by this reference.

**Printed Name of Applicant:**

\_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_

**TO BE FILLED OUT BY CITY OF EAST POINT ELECTRIC PERSONNEL**

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Application accepted for review: (circle one) -Yes    No    If no, why:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF EAST POINT**

**INTERCONNECTION AGREEMENT FOR INTERCONNECTION AND  
PARALLEL OPERATION OF SMALL DISTRIBUTED GENERATION  
EQUIPMENT/FACILITES OF 10 kW or LESS**

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between the City of \_\_\_\_\_ (hereafter “the City”) **and**

Name \_\_\_\_\_ (hereafter “Customer”)

Customer Electric Service

Address \_\_\_\_\_

Customer Information

System Installer Information

Name: \_\_\_\_\_

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

Installer name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Electric Account #: \_\_\_\_\_

Telephone: \_\_\_\_\_

In consideration of the mutual covenants set forth herein, the Parties agree as follows:

**1. Scope and Purpose of Agreement**

This Agreement describes only the conditions under which the City and the Customer agree that the distributed generating facility or facilities described in Exhibit A may be interconnected to and operated in parallel with the City electric distribution system. Other services the Customer may require from the City are covered under separate agreements.

The following exhibits are incorporated and made a part of this Agreement:

Exhibit A: Description of Customer’s Distributed Generation  
Equipment/Facility

Exhibit B: Section A -Authorization to Connect OR Section B -  
NonAuthorization.

**2. Term and Termination**

**2.1** This Agreement shall continue for a period of one (1) year, effective the date of first operation of the power exchange system, but no later than three months after the City has installed the proper electric metering. This Agreement shall automatically renew for additional one year periods following the

expiration date if neither party gives the other notice of termination at least ninety (90) days in advance of the expiration date of the original term or any one year extension thereof.

**2.2** Either party may terminate this Agreement at any time by providing 90 days written notice to the other party. In the event of a sale of the Customer's premises, then this Agreement will terminate upon that sale.

**2.3** The City may terminate this Agreement at any time for violation of this Agreement upon written notice to the Customer.

**2.4** At the time of termination of this Agreement for any reason, the City will perform lock out procedures to disconnect the Customer's System from the City's electric system.

### **3. Summary and Description of Customer's Distributed Generation Equipment/Facility to be Included in Exhibit A.**

**3.1** The Customer's eligible Distributed Generation System is a self-contained electric generation system including direct current disconnect apparatus, if applicable, alternating current disconnect/lockout, over-current protective device, and all related electrical equipment upstream of the over-current protective device, as set forth on Exhibit A (the "System"). The System begins and continues up-stream towards the distributed generation from the overcurrent protective device on the Customer's premises. However, the meter socket and related electrical connects are part of the System and are the responsibility of the Customer [i.e. all equipment from the main disconnect except the meter is Customer equipment].

**3.2** Capacity of the Distributed Generation equipment is: \_\_\_\_\_ kW.

**3.3** The expected annual energy production of the Distributed Generation equipment is \_\_\_\_\_ kWh.

**3.4** The expected date of initial operation of the Distributed Generation equipment is: \_\_\_\_\_.

### **4. Installation and Permitting**

**4.1** Without limiting the provisions of paragraph 22, the Customer and the System must comply with all applicable National Electric Code (NEC), UL and IEEE requirements, including, but not limited to:

UL 1741-Standard for Static Inverters and Charge Controllers for Use with Photovoltaic Systems.

IEEE Standard 1547 (2003): Standard for Interconnecting Distributed Resources with Electric Power Systems. [NOTE: UL 1741 will soon be incorporated into IEEE 1547].

Other organizations, such as the Canadian Standards Association (CSA), test to UL 1741. If the inverter is tested by an organization other than Underwriters Laboratories, the test data must be submitted to the City.

The Customer at the Customer's expense must: 1) obtain all necessary electrical permits for installation of the System and 2) obtain and maintain any government authorizations or permits required for the operation of the System. The Customer must reimburse the City for any and all losses, damages, claims, penalties, or liability the City incurs as a result of Customer's failure to obtain or to maintain any governmental Authorizations and permits required for construction and operation of the Customer's System.

**4.2** The Customer or its contractor must construct the System as specified in the attached Exhibit A.

**4.3** A manual, lockable, load-break disconnect switch that provides a clear indication of the switch position must be available with the System at or near the Customer's main point of service from the City's electric system to provide a point of electrical separation between the Customer's System and the City's electric system. The City will approve the location of the disconnect switch. The disconnect switch must be easily visible, mounted separately from the metering equipment, readily accessible to the City personnel at all times, and capable of being locked in the open position with the City's lock. The City may open the disconnect switch thereby isolating the Customer's System from the City electric system for any reason that the City deems necessary including, but not limited to, maintenance or emergency work, the System adversely affecting other customers of the City, failure of the System to comply with codes/regulations, the System creating hazardous or unsafe conditions, the Customer's failure to pay utility bills when due, and failure to comply with the UL Standards in Section 4.1 above.

**4.4** Power Quality Requirements. All power quality parameters (i.e., voltage, flicker, frequency, distortion) are specified at the point of common coupling (PCC) unless otherwise stated. The following requirements must be met:

**4.4.1.** Voltage – the System must be capable of operating within normal voltage operating limits of 106-132 volts (88 -110% nominal 120V). This range results in trip points at 105 volts and 133 volts. Response to abnormal voltages should be as follows:

<u>Voltage (at PCC)</u>	<u>Maximum Trip Time</u>
$V < 50\%$	10 cycles
$50\% \leq V < 88\%$	120 cycles
$88\% < V < 110\%$	normal operation
$110\% < V < 120\%$	60 cycles
$V \geq 120\%$	10 cycles

**4.4.2** Flicker – The System shall not create objectionable flicker for other the City customers. Flicker is considered objectionable when it either causes a modulation of the light level of lamps sufficient to be irritating to humans or causes equipment malfunction. See IEEE 5191992.

**4.4.3** Frequency – The System must have a fixed frequency range of 59.3 to 60.5 Hz. When the interconnected system frequency is outside this range, the System shall cease to energize the City connection within 1-cycle.

**4.4.4** Waveform Distortion (Harmonics) - The System must have low current-distortion levels to ensure that no adverse effects are caused to other equipment connected to the City’s electric system. When the System is serving balanced linear loads, harmonic current injection into the City’s network shall not exceed when measured in accordance with IEEE Std 1547:

Harmonics	$h < 11$	$11 \leq h < 17$	$17 \leq h < 23$	$23 \leq h < 35$	$35 \leq h$
per cent	4.0	2.0	1.5	0.6	0.3

Maximum Total Demand Distortion (TDD) 5.0%

Even harmonics are to be limited to 25% of the odd harmonics shown above.

**4.4.5** Power Factor – The System must operate at a power factor  $> 0.85$  (leading or lagging) when output is greater than 10% of full load.

**4.4.6** Islanding Protection – The System must cease to energize the utility line when the inverter is subjected to islanding conditions. The System must immediately, completely and automatically disconnect from the City’s electric system in the event of a fault on the Customer’s System or loss of source on the City’s electric system. The City, at its own discretion and expense, may conduct periodic testing of antiislanding. Anti-islanding is a means by which the Customer’s System will cease to generate when it is still connected to the isolated (due to fault clearing or other switching) section of the City electric system.

**4.5** The Customer’s over-current protective device (Breaker) at the service panel must be dedicated and must be capable of interrupting the maximum available fault current. The Breaker shall be clearly marked to indicate power source and connection to the City’s electric system. The City will provide and attach an additional label to the manual load-break disconnect switch, which is described in Subsection 4.3 above.

**4.6** The Customer, at the Customer’s expense, must pay for any additional equipment required to connect the System to the City’s electric system.

## **5. Written Authorization Required to Connect System**

The Customer may not connect the System to the City's electric system until: 1) completion of the City's "Application for Interconnection of Distributed Generation Facility", 2) completion of the City's "Electrical Power Exchange Agreement", 3) this "Interconnection Agreement" has been fully executed by the parties, and 4) the System has been tested and approved. The City may have representatives present at the initial testing of the Customer's System and may perform (at its own expense) whatever testing of the Customer's System that the City deems necessary.

After written authorization to connect the System to the City's electric system has been given, the Customer shall make no changes or modifications in the System or of its mode of operation without the prior written approval of the City.

## **6. Warranty is Neither Expressed nor Implied**

The City's inspection and approval, if any, of the System is solely for the City's benefit and does not constitute a warranty, express or implied, as to the adequacy, safety, or other characteristics of any structures, equipment, wires, appliances or devices owned, installed or maintained by the Customer or leased by the Customer from third parties, including without limitation the System and any structures, wires, appliances or devices appurtenant thereto.

## **7. Indemnity and Liability**

**7.1** The Customer releases and agrees to indemnify, defend and hold harmless the City, its agents, officers, employees and volunteers from and against all damages, claims, actions, causes of action, demands, judgments, costs, expenses of every kind and nature, predicated upon injury to or death of any person or loss of or damage to any property, arising, in any manner, from the Customer's activities, actions or omissions related to this Agreement.

**7.2** Nothing in this Agreement shall be construed as a waiver by the City of any rights, immunities, privileges, monetary limitations to judgments, and defenses available to the City under law.

## **8. Location of System**

The System will be installed at the Customer's premises located at

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The Customer cannot relocate and connect the System at another premises or physical location without filing a new interconnection application with the City or requesting modifications to this Agreement allowing for connection at the alternate location. In the event that such approval is given, any relocation and installation of the System will be at the Customer's sole expense.

## **9. Access to Premises**

The Customer will provide the City access to the Customer's premises to (i) inspect the Customer's System, (ii) to read and to replace meters, (iii) to open the load-break disconnect switch, and (iv) to disconnect the interconnection facilities at the City's meter or transformer.

## **10. Maintenance of Equipment**

The Customer, at the Customer's sole cost and expense, will maintain the System including, but not limited to, all over-current protective equipment, in a safe and prudent manner and in conformance with all applicable laws, codes and regulation, including, but not limited to, the requirements of Section 4 above. The Customer must retain all records for such maintenance. These records must be available to the City for inspection at all reasonable times.

## **11. Safety**

The Customer agrees to install, operate and maintain the System in a safe and prudent manner and in conformance with all applicable laws, codes and regulations including, but not limited to, those contained in Section 4 above.

## **12. Assignment**

This Agreement may not be assigned by the Customer without the prior written consent of the City, which may be withheld in its sole discretion. In the event of a sale of the Customer's premises, then this Agreement will terminate upon that sale. If the new Customer desires to continue receiving Service, the new Customer must enter into a new, separate agreement with the City.

## **13. Force Majeure**

Neither party will be liable for delays in performing its obligations to the extent that the delay is caused by an unforeseeable condition beyond its reasonable control without fault or negligence, including but not limited to, riots, wars, floods, fires, explosions, acts of nature, acts of government, or labor disturbances.

## **14. Severability**

If any provision of this Agreement is found to be illegal or unenforceable, then the remaining provisions of this Agreement will remain in full force and effect, and such term or provision will be deemed stricken for as long as it remains illegal or unenforceable.

## **15. Governing Law and Venue**

**15.1** Any tribunal enforcing this Agreement shall apply and construe it according to the laws of the State of Georgia.

**15.2** In the event of any dispute over the Agreement's terms and conditions, the exclusive venue and jurisdiction for any litigation, arising there under will be in the Superior Court of \_\_\_\_\_ County, Georgia, and, if necessary for exclusive federal questions, the United States District Court. The Customer waives any objection to jurisdiction or venue of any action instituted pursuant to this section and may not assert any defense in any such action based on lack of jurisdiction or venue or based upon Forum Non Conveniens. The Customer waives any bond or surety or security upon such bond or surety which, but for this waiver, might be required by the City.

**16. Survival**

The provisions of this Agreement with respect to indemnification and liability will survive the termination of this Agreement.

**17. Notices and Other Communications**

Except as otherwise provided in this Agreement or as may be specified by the parties in writing, any notice or other communication required under this Agreement must be in writing and must be sent by registered or certified United States mail, or by messenger, or by facsimile, or by other electronic means to the addresses below. Any such notice or other communication must be addressed as follows and, if so addressed, will be effective upon actual receipt.

**Customer:** Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**City:** Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**18. Entire Agreement**

This Agreement, together with its attachments, constitutes the entire agreement between the parties and supersedes all previous written or oral communications, understandings and agreements between the parties unless specifically stated otherwise within this Agreement. This Agreement may only

be amended by a written agreement signed by both parties. Email and all other electronic (including voice) communications from the City in connection with this Agreement are for informational purposes only. No such communications is intended by the City to constitute either an electronic record or an electronic signature or to constitute any agreement by the City to conduct a transaction by electronic means. Any such intention or agreement is expressly disclaimed.

**19. Acknowledgements Regarding Agreement**

By signing below, the Customer acknowledges understanding of the terms of this Agreement and that the Customer may not connect the System to the City's electric system until the Customer has received written authorization to connect from the City. Within 60 days after notice from the Customer that the System is ready for interconnection to the City's electric system, the City will inspect the System and will provide a written authorization to connect the System or a statement that the System may not be connected because of noncompliance with this Agreement.

**20. Compliance With Ordinances And Regulations**

The Customer shall perform all obligations under this Agreement in strict compliance with all applicable federal, state, and City laws, rules, statutes, charter provisions, ordinances and regulations, and any other applicable law and the City's service rules, regulations, terms, policies and procedures, as amended from time to time, which are incorporated herein by this reference.

**21. Beneficiaries**

This Agreement is for the sole benefit of and binds the parties, their successors and assigns. This Agreement affords no claim, benefit or right of action to any third party. Any party besides the City or the Customer receiving services or benefits under this Agreement is only an incidental beneficiary.

**22. Status of Customer**

The Customer shall perform all operations under this Agreement as an independent Contractor, and not as an agent or employee of the City. No the City official or employee shall supervise the Customer. The Customer will exercise no supervision over any employee or official of the City. The Customer shall not represent that Customer is an employee or agent of the City in any capacity. The Customer has no right to Worker's Compensation benefits from the City or its insurance carriers or funds.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed on the day and year set forth below.

City of \_\_\_\_\_

\_\_\_\_\_  
City Official

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Print Name

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name

Date: \_\_\_\_\_

**Exhibit A**

To the Agreement for Interconnection and Parallel Operation of Small Distributed  
Generation Resources 10 kW or less between the City of \_\_\_\_\_  
And Customer: \_\_\_\_\_

Insert description of System

**Exhibit B**

To the Agreement for Interconnection and Parallel Operation of Small Distributed Generation Resources 10 kW or less between the City of \_\_\_\_\_  
And Customer: \_\_\_\_\_

**Section A: Authorization.** The System may be connected to the City’s electric system.

The System has been inspected and tested and the Customer is authorized to connect the System to the City’s electric system.

Signed by:

\_\_\_\_\_ Printed  
Name

\_\_\_\_\_ Printed  
Title

\_\_\_\_\_ Date

**OR**

**Section B: Non-Authorization.** The System cannot be connected to the City’s electric system.

The System does not comply with the Interconnection Agreement for Parallel Operation of Small Distributed Resources and the Interconnection Customer cannot connect the System to the City’s electric system. Signed by:

\_\_\_\_\_ Printed  
Name

\_\_\_\_\_ Printed  
Title

\_\_\_\_\_