

## **PV Solar Electronic Submittal**

Effective September 30, 2015, small residential rooftop PV plans may be submitted electronically. In order to submit PV Solar projects to the City of Palm Springs the following applies:

1. Only small residential solar projects may be submitted electronically. (Under 10KW)
2. Original plan size of 11 x 17 inches.
3. Scan all submittal information and drawings to PDF format. (Include Worksheet and Application).
3. Email complete package with the permit application to [Taja.Sims@palmspringsca.gov](mailto:Taja.Sims@palmspringsca.gov)
4. Plans will be reviewed and corrections or approved plans will be emailed back to the applicant.
5. Payment for review and permits will be due at the time of permit issuance and the job card will be issued. You will not receive a paper copy of your approved plans.
6. The approved plans and job card must be on site at the time of inspection.