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## Residential Solar Panel (PV) Requirements

### General Information

A permit is required for the installation of Solar Panel (PV) systems, which must comply with the requirements of the National Electrical Code and the International Residential Code. This work must be performed by a licensed Electrical Contractor registered as such with the City of Lewisville.

**NOTE: POWER COMPANY MAY HAVE ADDITIONAL REQUIREMENTS. THE CONTRACTOR WILL NEED TO OBTAIN ANY ADDITIONAL DETAILS DIRECTLY FROM THE UTILITY PROVIDER.**

### Fees and Applications

An [online application](#) must be completed and submitted to Building Inspections. A permit fee is required prior to permit issuance. Building Inspections can be contacted at 972.219.3470 for additional information.

### Plan Submittal Requirements

- Submit site plan or survey showing the proposed location of the solar panels with respect to the property lines, easements, and the house. Will need to note the number of panels as well as any fire setbacks.
- Solar panel attachment methods – must be dated, stamped, and signed by a Texas-licensed Engineer.
- Electrical one-line diagram.
- Texas-licensed Engineer Letter providing structural load calculations. Must provide applicable code year. The letter must be dated, stamped, and signed by a Texas-licensed Engineer.
- Solar Panel manufacturer specifications.
- HOA approval is required prior to submittal for properties in Castle Hills.

### Code Compliance and Ordinance

- 2021 International Residential Code
- 2020 National Electrical Code

Note: A Licensed electrician must meet the inspector on site to walk the job.

### Inspections

- Electrical Final
- Building Final

"Next Day" inspections must be requested through [MyGovernmentOnline](#) prior to 3 p.m. Inspections requested for Monday must be submitted before 10 a.m. on Friday.

### **Inclement Weather**

During inclement weather, it is the responsibility of the contractor to reschedule all cancelled inspections after checking their job sites.

### **2020 NATIONAL ELECTRICAL CODE NOTES:**

- Provide an independent PV disconnect ahead of the inverter.
- Equipment grounding conductors used for grounding arrays smaller than is #6 A.W.G. Copper shall be installed in a suitable raceway. All exposed equipment grounding and bonding conductors shall be solid copper or UV rated.
- Devices (lugs) used for grounding arrays shall be suitable for use in wet locations (tin plated copper) and attachment hardware shall be stainless steel with star washers.
- Provide all appropriate warning labels at disconnects and equipment.
- Conductors and conduits run on rooftops may require additional ambient temperature adjustments per table 310.15(B)(3)(c).
- Residential interior PV direct current system conductors shall be identified by system to comply with NEC 2020 Section 690.4(B). Direct Current ungrounded conductors shall be Orange or Yellow. The grounded conductor shall be identified by the color Gray.
- Metal junction boxes, raceways, or other wiring methods supplying dc circuit wiring shall be labeled designating "Photovoltaic Power Source" 690.31. (D)(2).

## Online Contractor Registration, Permit Applications, and Inspection Requests

The City of Lewisville's online permitting & inspections system can be found at [www.mygovernmentonline.org](http://www.mygovernmentonline.org).

### To create an account...

1. Click **Create Account** in the upper right corner of the home page
2. Fill out all required fields
3. Click **Create Account**

### To register as a contractor...

1. Hover your cursor over **Permits & Licensing** in the upper left corner of the home page
2. Click **Apply Online**
3. Select **Lewisville** as the Jurisdiction
4. Select **Permit/Contractor Registration** as the Project Type
5. Click **Get Started on a New Application**
6. Select **Contractor Registration** as the Application Type
7. Fill out all required fields and submit your completed application for review

### To apply for a permit...

1. Hover your cursor over **Permits & Licensing** in the upper left corner of the home page
2. Click **Apply Online**
3. Select **Lewisville** as the Jurisdiction
4. Select **Permit/Contractor Registration** as the Project Type
5. Click **Get Started on a New Application**
6. Select the appropriate permit application
7. Fill out all required fields and submit your completed application for review

### To access plan review documents uploaded by Staff...

1. Log into MyGovernmentOnline.org
2. Click the **My Account** option in the upper right corner of the home page
3. Scroll down to the **My Permits** section
4. Click the **View Permit** of the permit you'd like to review
5. Once the permit opens, scroll down to the **Jurisdiction Documents** section
6. Click the **Floppy disk icon** on the far right side of the screen to download a document

### To upload a revised document...

1. Log into MyGovernmentOnline.org
2. Click the **My Account** option in the upper right corner of the home page
3. Scroll down to the **My Permits** section
4. Click the **View Permit** of the permit you'd like to review
5. Once the permit opens, scroll down to the **Customer Documents** section
6. Click the **Add New File** button to upload a PDF

### To pay for a permit...

1. Log into MyGovernmentOnline.org
2. Click the **My Account** option in the upper right corner of the home page
3. Scroll down to the **My Permits** section
4. Click the **View Permit** of the permit you'd like to pay for
5. Once the permit opens, click the **Payments** tab
6. Scroll down to the **New Payment** section to see the outstanding balance
7. Check all the fees you'd like to pay, select the **Payment Type**, and click **Pay Online**
8. Fill out the Payment Page and click **Submit Payment**
9. Once your payment has been submitted, you will return to MyGovernmentOnline

### To print your permit...

1. You must pay all outstanding fees before you are able to print a permit
2. Once all fees are paid, navigate to the permit through **My Account > My Permits > View Permit**
3. Click on the **Payments** tab of the permit
4. Click the **Print Permit** on the far right side of the screen
5. Once the permit opens, right-click to save or print the document

### To request an inspection...

*If you applied for the permit,*

1. Log into MyGovernmentOnline.org
2. Click the **My Account** option in the upper right corner of the home page
3. Scroll down to the **My Permits** section
4. Once you locate the permit, click the **Request Inspection** button on the right side of the permit listing
5. Fill out all required fields and click **Add**

*If someone else applied for the permit,*

1. Log into MyGovernmentOnline.org
2. Hover the cursor over **Permits & Licensing** in the upper left corner of the home page
3. Click **Search Permits**
4. Once you locate the permit, click the **Request Inspection** button on the right side of the permit listing
5. Fill out all required fields and click **Add**