

Safe Solar Systems

Member Guide to Selecting and Installing Approved PV Systems in the Chugach Electric Service Area



This guide provides a summary of the process to select, install, and connect a solar photovoltaic (PV) system. Incorrectly installed or operated PV systems pose a serious safety risk to homeowners and Chugach workers. Operation of PV systems that do not comply with Chugach Interconnection Requirements will result in service disconnection.

This guide is not intended to advise the consumer how to design or install the system. We encourage members to consult a local supplier and/or licensed electrician for system design, building code, and electrical code related questions.

1. What kind of system do you need?

- a. There are many local sources (suppliers, electricians, engineers) to help you figure out how many panels you need and which equipment best suits your goals. They can also help you figure the total cost and payback of your system based on equipment cost, rebates, and Chugach's net metering tariff.
- b. If you are more of a DIYer, there are lots of resources on the internet to guide you through planning your system. You can find information on Chugach's net metering tariff and interconnection requirements on our website.

2. Understand Chugach Requirements and local codes.

- a. Make sure your inverter is on a Chugach approved equipment list:
 - i. <http://www.gosolarcalifornia.ca.gov/equipment/inverters.php>
 - ii. www.dps.ny.gov/DistGen.htm
- b. All systems must meet the current Chugach Electric Interconnection and Operation Guidelines for Non-Utility Generation. This document can be found on our website. **Operation of PV systems that do not comply with Chugach requirements will result in service disconnection.**
- c. PV systems must comply with structural building codes and electrical safety codes. Consult a local supplier, electrician, or engineer to understand these codes and any local amendments.

3. What additional equipment does Chugach require?

- a. Chugach requires an outdoor safety switch to disconnect a PV system and prevent it from supplying power to the Chugach system. This switch must be a) lockable in the open (off) position, and b) installed in a location that is readily accessible to Chugach personnel (preferably next to the meterbase).
- b. Provide a weatherproof label or placard on, or adjacent to, the disconnect switch with the following language:

NOTICE
CGD 1
UTILITY OPERATION ONLY



Example of a Consumer Generation Disconnect (CGD) Switch

- c. If the disconnect switch is not located directly adjacent to the meterbase, additional signage to identify its location is required at the meterbase. Example:

NOTICE
CONSUMER GENERATION
DISCONNECT (CGD) SWITCH
ON NORTH SIDE BUILDING

- d. The labels or placards must be permanently-affixed, weatherproof vinyl decals or engraved laminated plastic signs; blue background with minimum 3/4"-high white characters.

4. Submit your PV system design for approval.

- a. At www.chugachelectric.com, navigate to the “Energy Solutions” category, then to the “Net Metering and Buyback Generation” webpage. Read the info regarding connecting solar installations to the utility.
- b. Submit an Engineering Request using the “Customer Generation” option. After submitting initial information, a confirmation message will be sent to the provided email with a unique request ID.
- c. Fill out a Chugach “Application for Net Metering Installation” form and create a one-line diagram of the PV system with as much detail as possible, including equipment information and connection with the utility. Send the application, one-line, and a \$220 non-refundable fee by mail to “Chugach Electric Planning Engineer, PO Box 196300, Anchorage, AK 99519” or dropped off at Chugach’s main office at 5601 Electron Dr, Anchorage, AK 99518. To help expedite the process, you may also email the documentation to CEA_Web_CustomerGeneration@chugachelectric.com referencing the unique request ID.

5. Order equipment and install your system.

PERMIT NOTE: If you are within the Municipality of Anchorage (MOA) Development Services inspection area, apply for and obtain MOA permits as required prior to installation.

PREMATURE CONNECTION NOTE: Chugach written approval of the PV system AND a complete interconnection agreement (not the application) signed by both parties are required prior to interconnection. Systems energized without Chugach approval are subject to disconnection per Section 212.2 of the Chugach Electric Service Requirements and 10.2(b)4 of the Chugach Operating Tariff.

6. Schedule MOA Development Services inspection.

If you are within Anchorage, notify MOA Development Services when your installation is complete. The MOA will inspect the system based on locally amended codes and place a “green tag” on the installation when approved. You must show proof of a Chugach reviewed & approved application & one-line (from Step 4) to receive a “green tag” from the city.

7. Schedule Chugach Engineering inspection.

Contact the Chugach Planning Department to schedule a utility field-inspection to verify the appropriate disconnect switch, signage, and “green tag” approval from the MOA.

INSPECTION NOTE: If you are outside of MOA jurisdiction, Chugach will inspect the system more thoroughly in place of the MOA inspectors.

8. Complete a Chugach Interconnection Agreement

- a. Fill out and sign the Chugach Interconnection Agreement and include:
 - i. The as-built one-line drawing of the system (if different from the application).
 - ii. A copy of the MOA permit inspection and green tag number (if applicable).
 - iii. A signature from the electrician on page 7 of the Interconnection Agreement (sign and mark “homeowner” if you did the work yourself).
- b. Submit the completed Interconnection Agreement and supporting documents to the Chugach Planning Department. You will receive written approval when your agreement has been filed and you may then connect your PV system to the Chugach system.
- c. Your account will begin net-metering based on the effective signature date on the Interconnection Agreement.

**Contact Chugach with any additional questions at
CEA_Web_CustomerGeneration@chugachelectric.com**