



City of McCall

COMMUNITY DEVELOPMENT

www.mccall.id.us

216 East Park Street
McCall, Idaho 83638

Phone 208-634-7052

Main 208-634-7142

Fax 208-634-3038

Solar Photovoltaic (PV) System Permitting Information

The pre-submittal checklist below contains the minimum information and project plan details required to be submitted to the City of McCall when applying for a permit to install a residential and commercial/non-residential solar photovoltaic (PV) system. The intent of using the checklist is to provide transparent and well-defined information to minimize the number of required revisions, improve permit application quality, and accelerate the application and review process.

Codes and Design Criteria

The City of McCall has adopted the following applicable codes:

- (A) International Building Code.
- (B) International Residential Code, including Appendix R Tiny Homes.
- (C) International Energy Conservation Code.
- (D) National Electrical Code.
- (E) International Fire Code.

(Ord. 773, 12-12-2002, eff. 1-1-2003; amd. Ord. 929, 12-4-2014, eff. 1-1-2015; Ord. 988, 4-23-2020)

The following local design criteria should be used:

[MCC Title 2, Chapter 1, Section 080 & MCC Title 3, Planning & Zoning](#)

Required Permits

A permit must be obtained prior to the start of any work. Complete the following permit application form(s) and submit any additional required documents.

All Solar PV Systems (Residential, non-Residential, Commercial):

- McCall Solar Permit Application (Accessory/Addition)
- **Electrical Permit (Idaho Bureau of Occupational Licenses, IBOL) (Separate Agency)****



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Permit Fees

Solar Photovoltaic (PV) Systems are subject to Building Permits Fees and Review that are calculated based on the industry standard project cost. A calculated estimation of building permit fee application can be found at the [FEE CALCULATOR Link](#) on the [City of McCall Building Application Page](#)

Review Process Timeline

The Building Department is committed to providing a timely review of solar PV permit applications. Best efforts are made to review completed residential solar permit applications within 14-21 days and commercial/non-residential solar permit applications within 14-21 days. These turnaround times are typical, not guaranteed. The City of McCall has a staff of dedicated individuals, but workloads, vacations, and sick leave can cause unforeseen delays that may impact turnaround time.

Certain circumstances can prolong the permit turnaround time including:

- Applicant does not submit all required information
- Contractor applying for permit is not a licensed contractor
- Equipment is not listed

Permit Status

To check your permit status please email plans@mccall.id.us

Permit Expiration

All permits expire six (6) months after date of issue. Failure to start the work authorized by a permit within this six-month period renders the permit invalid and a new permit must be obtained. Once work begins, noticeable progress must continue until completion. All work must be complete within eighteen (18) months of a permit issue date.

Scheduling an Inspection and the Inspection Process

To schedule an inspection please call 208-634-8648 or schedule through the online portal.

Contact Information

If you have any questions, please contact us at:

- Rachel Santiago-Govier
- Office Email: rsantiago-govier@mccall.id.us
- Office Phone Number: 208-634-7052

Address: 216 E Park St **Hours of Operation:** 9:00am-5:00pm M-F



Solar Photovoltaic Systems Application

Application Acceptance/Review

Permit #: _____

All application forms must be submitted to plans@mccall.id.us, if plans documents cannot be transmitted as a PDF/email, a USB or CD may be delivered to:

McCall City Hall
Attn: Building Department
216 E Park St
McCall, ID, 83638

The Permit Technician can be contacted at (208) 634-7052 for any questions or information on fees.

Instructions

The applicant or Idaho licensed design professional of record (if applicable) must bring this completed and signed checklist with all required drawings. Make sure to fill out the Project Information, check the appropriate boxes and sign this checklist. The staff member conducting the intake will verify that all required information is included.

Project Information

Project Name: _____

Site Address: _____ (circle one): City of McCall / Impact Area Zone: _____

Checklist of Documents Provided

- Solar Permit Application** (Accessory or New Building Permit)
 - (for new builds, include Solar Application with your Building Permit Application)
- Roof plan**
 - Plans drawn to scale (¼ inch = 1 foot typical). Include exact location of panels on the roof and show minimum required fire-fighter access clearances from roof edges and peak per Residential Photovoltaic Panels & Modules Guide.
- Structural calculations**
 - stamped and signed by an **Idaho Licensed Engineer** evaluating the existing roof structure adequacy for local design loads and the loads of the proposed solar equipment

Note: Any plan sheets with engineered design components are required to be stamped and signed by the design engineer.

- Manufacturer specifications for photovoltaic panels, inverters, racking, and other equipment. Specifications need to show equipment as labeled in accordance with the appropriate UL listing (i.e. UL 1703 for pane, UL 1741 for inverters, etc.)
- One-line electrical diagram** depicting location of equipment, voltage and current ratings, wire size, disconnect rating, overcurrent protection ratings.



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Signature of Applicant

I, the undersigned, have completed the above checklist and supplied all supporting documents required for the permit.

Signature of Applicant or Submitting Date Design Professional of Record

Date

*****For Staff Use Only*****

- Accepted
- Not Accepted by

Date_____ Staff Member Conducting the Intake_____