

1331 S HAM LANE  
LODI CA 95242

209-333-6762

Guide to PV Solar Submittal



1 - CHECKLIST

Print the PV submittal checklist which can be found at [www.lodielectric.com](http://www.lodielectric.com)  
Compile all items listed before submitting

2 - SUBMITTAL

Applicants will need to drop off plans at our temporary designated drop-off location in the parking lot at 1331 S Ham Lane or mailed to our address.



All required forms and 2 sets of plans are to be included in your submission. Anything missing will result in delays.

3- REVIEW PROCESS

The approval process takes normally 10 business days to complete. You will be notified by email once the plans are approved. Until further notice approved plans will be mailed to the address listed on the checklist.



4 - BUILDING PERMIT

After approval from Lodi Electric, the approved plans will need to be taken to Community Development. You will need to contact them at 333-6714 to consult with staff. Any fees will be paid at this department.



Solar meters will be set after Community Development completes their inspection. A service order will be generated by our Finance department. Meter Technicians will install the new solar meter within a few days.



HOURS:

MONDAY - THURSDAY 7:30AM - 5:00PM

ALTERNATING FRIDAYS 8:00AM - 5:00PM

\*DUE TO CURRENT CONDITIONS, THERE MAY BE DELAYS WHICH EXCEED OUR NORMAL PROCESSING TIME

THANK YOU FOR YOUR UNDERSTANDING AND COOPERATION