

Town of Highlands

Steps to Achieve Interconnection/Parallel Operation For Photovoltaic (PV) Solar Panel Generating Facility No Larger than 10 kW

1. Application process:
 - a. Interconnecting Customer submits a completed application entitled “Application to Interconnect a Photovoltaic (PV) Solar Panel Generating Facility No Larger than 10 kW” along with a one-line diagram of the Facility.
 - b. Highlands acknowledges to the Interconnecting Customer receipt of the application within 10 business days of receipt.
 - c. Highlands evaluates the application for completeness and notifies the Interconnecting Customer within 10 business days of receipt that the application is or is not complete, and if not, advises what is missing.
2. Highlands verifies Facility equipment can be interconnected safely and reliably.
3. If approved, Highlands signs the application approval line and sends to the Interconnecting Customer. In certain rare circumstances, Highlands may require the Interconnecting Customer to pay for minor System Modifications. If so, a description of work and an estimate will be sent back to the Interconnecting Customer for approval. The Interconnecting Customer can then approve the System Modifications by signing the work estimate and making payment for the minor System Modifications. If the Interconnecting Customer approves, Highlands will perform the System Modifications. Upon completion of the System Modifications, Highlands will sign the application approval line and send the application approval to the Interconnecting Customer.
4. Highlands presents rate alternatives (with demand meter and without demand meter) to Interconnecting Customer for all generation delivered to the Highlands system. Interconnecting Customer will then notify the Town of its rate schedule selection and associated meter requirements.
5. The Interconnecting Customer, not the Town of Highlands, is fully responsible for submitting all necessary applications to the North Carolina Utilities Commission (NCUC). The Interconnecting Customer shall provide all such NCUC applications to the Town of Highlands as soon as the applications are filed with the NC Utilities Commission.
6. Upon receipt of the Highlands-signed application to interconnect, the Interconnecting Customer will install the Facility. After installation of the Facility, the Interconnecting Customer will arrange for inspection of the completed

installation by the local electrical wiring inspector, or other authority having jurisdiction, who signs the Certificate of Completion (attached to the application). If the Facility was installed by an electrical contractor, this electrical contractor can also complete the Certificate of Completion that is attached to "Application to Interconnect a Photovoltaic (PV) Solar Panel Generating Facility No Larger than 10 kW".

7. The Interconnecting Customer returns the Certificate of Completion to Highlands, along with the Interconnection Agreement for Small Photovoltaic Generation Facility of 10 kW or less, executed by the Customer.
8. Following receipt of the Certificate of Completion, Highlands may inspect the Facility for compliance with standards by arranging for a Witness Test. If the Town chooses to inspect the Facility for compliance with standards, the Town can retain the services of an electrical consultant. The Interconnecting Customer acknowledges that it will pay for all of Highlands costs associated with retaining the electrical engineer to inspect the Facility. The Interconnecting Customer has no right to operate in parallel (interconnect) until a Witness Test has been performed (or waived as subsequently provided for in this paragraph). Highlands is obligated to complete this Witness Test within 15 business days of the receipt of the Certificate of Completion. If Highlands does not inspect in 15 business days or by mutual agreement of the Parties, the Witness Test is deemed waived.
9. Assuming the wiring inspection and/or Witness Test is satisfactory (or deemed waived under paragraph 8 above) and all other requirements are satisfied, Highlands shall sign the Interconnecting Customer's Interconnection Agreement for Small Photovoltaic Generation Facility of 10 kW or less and notify the Interconnecting Customer in writing that interconnection is authorized. If the Witness Test is not satisfactory, Highlands has the right to disconnect the Facility, and will provide information to the Interconnecting Customer describing clearly what is required for approval.

If rejected, Highlands will advise the Customer why the project was not approved, and what is required to bring it into compliance.

Note: Should Customer choose to begin construction prior to the project being approved by Highlands, it does so with the understanding the system/interconnection is subject to final approval by Highlands. Installation of additional Highlands-owned interconnection facilities, at the Customer's expense, may be required by Highlands at a later date if the Customer's generation system, despite compliance with the interconnection standards, causes safety, reliability or power quality problems.

Important

Customer-owned renewable projects covered by this procedure are subject to requirements imposed under N.C. General Statutes 62-110.1(g) to report the proposed construction of a

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renewable generating facility to the North Carolina Utilities Commission (“NCUC”) before beginning construction thereof. NCUC Rule R8-65 requires the Customer-owner to provide a copy of the report to the municipality to which the generating facility will be connected. Customer must supply the Town a copy of this report before Highlands will execute an Interconnection Agreement.