



## RENEWABLE ENERGY NET-METERING SYSTEM APPLICATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_ PVREA account #: \_\_\_\_\_

Address of installation: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### SECTION 1 - Introduction & Overview

**1.1 Applicability:** This application is required to request the interconnection (grid inter-tie) of a renewable energy generating facility to the Poudre Valley Rural Electric Association, Inc. (PVREA) electrical distribution system. Refer to IEEE-1547 and UL-1741 and Poudre Valley REA's Rules and Regulations for specific interconnection requirements. This application is specifically intended for renewable energy generating systems that are requesting the installation of a net-meter to be installed at the member's account location. Generating facilities that do not meet this definition or are larger than 25 KW, may require the standard Utilities Generating Facility contract.

**1.2 Guidelines and Steps for Interconnection:** All completed applications submitted to Poudre Valley REA must be accompanied by the required documentation listed herein. Upon receipt of the application, Poudre Valley REA will review the application and contact the Member if there are any problems or if additional information is required. Unauthorized parallel interconnections will be required to disconnect from the Poudre Valley REA electric distribution system. Refusal to disconnect may result in discontinuance of electric service.

*NOTE: Other approvals, permits and/or other agreements will be needed from other regulatory agencies, such as, homeowner associations, local governmental building, zoning, and planning departments, and local or state electrical inspectors prior to operating a renewable energy generating facility. Poudre Valley REA's authorization to interconnect via a net-meter does not satisfy the need for applicants to acquire other approvals and permits.*

**1.3 Overview of the Process:** Once you receive approval of your application and have the necessary building, zoning and land use permits, you may begin construction. When construction is complete, call for your inspections. Be sure to ask your electrical inspector to send the final inspection (net-meter release) notification to PVREA's Operations Department. It is the member's responsibility to ensure the electrical inspection notification is sent to PVREA and not mistakenly to another utility. PVREA Operations Department will not accept copies of final inspection reports from anyone other than the inspector. The inspection report must clearly state that the inspection was for a net-meter installation. This step is especially important if your renewable energy system is part of a new construction meter installation request.

### SECTION 2 - Required Documents

**2.1 Submittals:** One copy of this application and each of the following documents must be submitted or this application will not be approved. Drawings must conform to accepted engineering standards and must be legible. 8 1/2" X 11" drawings are preferred.

- a) A Single-line drawing showing the electrical relationship and descriptions of the significant electrical

components such as the PV array, wind or micro-hydro generator, associated inverter(s), PVREA required type of AC disconnect switch & associated labeling, AC panels, conductor sizes, utility meter location, and the appropriate operating voltages, capacities, and protective functions of the Generating Facility.

b) Site plans and diagrams showing the physical location of the PV array, micro-hydro, or wind generation component, the inverter, placards, service panel, and location of AC lockable disconnect in reference to service meter location.

PVREA requires a knife blade, non-fused disconnect capable of isolating the renewable generator from the main load center. This disconnect must at all times be available for access by PVREA personnel to close and lock disconnect during emergency or routine electric distribution repair. See section 2.2 for PVREA required labeling.

c) Equipment data sheets for the inverter, PV array panels, wind or micro-hydro generator, and other related equipment.

d) Contract for Net-Metering Electric Service is the document PVREA will send to the member once this application has been reviewed and accepted. This is a contract for twenty year duration in reference to PVREA providing a net-meter installation and providing a credit according to our Net-Metering Tariff.

**2.2 Required labeling of renewable energy generation AC disconnect:** PVREA will only accept an AC disconnect switch that has a visible break/isolation knife blade type disconnection and is non-fusible and lockable. Required placard notification and AC disconnect location options are as follows.

Option 1: When renewable energy AC disconnect is within five feet of PVREA service meter a placard must be mounted on the face of the disconnect cover stating "Generator AC Disconnect", or similar language, and large enough to be clearly seen by Utility personnel.

Option 2: When a renewable generation system is located on the member's property making it impractical to place the AC disconnect within five feet of the PVREA service meter several steps must be taken. You must contact PVREA Energy Use Advisor to notify them of your request to locate renewable energy AC disconnect away from the meter location. You must place two placards, one on the AC disconnect stating "Generator AC Disconnect", or similar language. Another placard on the cover of the main service breaker cabinet located below the service meter stating the location of the Generator AC Disconnect. Example would be "Generator AC Disconnect located south side of garage"

Option 3: Regardless of renewable energy AC disconnect location the homeowner can install a combined main service breaker and appropriate rated knife blade type disconnect with a placard stating "Renewable Energy Generator Connected Use This Disconnect".

### SECTION 3 - System Components

**Renewable generator technical information must be filled out completely and representative of the final as-built project design:**

- DC System generation capacity: \_\_\_\_\_ kW
- Roof or ground mounted system: \_\_\_\_\_
- PV Solar Azimuth: \_\_\_\_\_ Tilt Angle: \_\_\_\_\_
- Projected annual kWh: \_\_\_\_\_ Method Used: \_\_\_\_\_
- Inverter Manufacturer (must be UL 1741, IEEE1547): \_\_\_\_\_
- Inverter Model number: \_\_\_\_\_ Nameplate Rating: \_\_\_\_\_ kW
- AC Volt Output: \_\_\_\_\_ DC Volt Input: \_\_\_\_\_ Max Current Output: \_\_\_\_\_ Amps
- Customer AC Service Panel short circuit rating: \_\_\_\_\_ Amps
- Proposed start-up date: \_\_\_\_\_

**SECTION 4 - Renewable Energy System Installer Information**

Company Name: \_\_\_\_\_

Company Phone: \_\_\_\_\_ website: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

I acknowledge by my signature that the system which I propose to install as indicated in this application will meet all requirements: (signature) \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 5 - Signature & Checklist**

**5.2 Signature of agreement to adhere to PVREA net-meter requirements:**

The applicant hereby certifies that the above information, along with attached plans and project descriptions are correct. The applicant agrees to comply with the provisions of the Poudre Valley REA Rules and Regulations Interconnection Standards for Generating Facilities and all other laws and ordinances affecting the construction, installation, and operation of the proposed generating facility.

\_\_\_\_\_  
Member signature (required)

I understand that I am committing my Renewable Energy Credits (REC's) to PVREA for 20 years as part of the agreement to receive net-meter service. \_\_\_\_\_ (Initial)

**Required Documents Checklist:**

- Complete understanding of the applicants requirements as stated in section 1
- Attach single line drawing of electrical components as required in section 2.1a
- Attach a site plan showing where everything will be located as described in section 2.1a.
- Provide equipment data sheets as required in section 2.1c.
- Address required labeling to identify AC disconnect location for PVREA in section 2.2.
- Renewable generator technical information as required in section 3.2
- Application signed by both the PVREA Member and installer

**Mail Application Packet(s) to:**

Poudre Valley REA; Attn: Net-Metering Program  
PO Box 272550  
Fort Collins, CO 80527

or via email to [energyuse@pvrea.com](mailto:energyuse@pvrea.com)

**PVREA Employee Use Only:**

Date Received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Application Completed & Accepted: Yes \_\_\_\_ No \_\_\_\_

Member PVREA map location #: \_\_\_\_\_

Member PVREA meter #: \_\_\_\_\_

Township: \_\_\_\_\_

Range: \_\_\_\_\_

Quarter Section: \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Special notes: