



Interconnection Permit – For Net Metering (Solar Only)

Application for Interconnection Permit for a customer-owned renewable electric generation facility 25 KW or less for Residential or 100 KW or less for Commercial/Industrial

This Application for Interconnection Permit for a customer-owned renewable electric generation facility must be completed and approved prior to installation and operation of the generation facility. The City may require additional information or clarification to evaluate the application. Upon completion of generation facility installation, the customer must make arrangements with NPL personnel to perform a final onsite inspection of the facility and install a Bi-directional meter to monitor power consumption.

Section 1. Customer Information

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Address for site of Net Metering (if different than above): _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____ Evening Phone: _____

Utility Customer Account Number (from utility bill): _____

Section 2. Generating Facility Information

System Type: Solar Size: _____ KW

Inverter Manufacturer: _____ Inverter Model: _____

Inverter Serial Number: _____ Inverter Power Rating: _____

Inverter Location: _____

Disconnect Type: Manual Disconnect (see Napoleon Cod. Ord. Sec. 939.05 (F)(2) for further details)

Location: _____

Section 3. Installation Information

Electrician: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Daytime Phone: _____ Proposed Installation Date: _____

Section 4. Inverter Certification

The generating facility’s inverter meets the requirements of IEEE 1547, “Recommended Practice for Utility Interface of Photovoltaic (PV) systems: and Underwriters Laboratories (UL) 1741, “Standard for Static Inverters and Charge Controllers for Use in Photovoltaic Power Systems”.

Signed (Equipment Vendor): _____ Date: _____

Name (Printed): _____ Company: _____

Section 5. Installation Certifications

1. The generating facility has been installed in compliance with the “Standards for Interconnection and Parallel Operation of Small-Scaled, Customer-Owned Solar, Wind, Hydroelectric or Fuel Cell Powered Generating Facilities up to 25 kW (residential) or 100 kW (commercial/industrial)”, and with all applicable requirements of the National Electrical Code and the City of Napoleon office of building inspection.

Signed (Electrician): _____ Date: _____

Name (Printed): _____ Company: _____

2. The system has been installed to Owner’s satisfaction and in accordance with the operation manual.

Section 6. Insurance

Attached copy of the liability insurance required by §939.05 (F) (2)

Section 7. Attestation

I do hereby attest, subjecting myself under the penalty of law, that the above information is true and accurate.

Signature: _____ Date: _____

Section 8. Program Limitations

The Program is available on a first-come, first-serve basis until the nameplate capacity of all participating generators is equal to the maximum program limit of 3.0% of the system peak demand of all customers during the previous calendar year.

Approval of Permit Application	
Electric Superintendent: _____	Date: _____
City Manager: _____	Date: _____
Facility Inspection and Bi-directional meter installation	
NPL Representative: _____	Date: _____

939.05 NET METERING.

(a) Net Metering. Net Metering means measuring the difference between the electricity supplied over the electric distribution system (power grid) and the electricity generated by the consumer's solar power system which is fed back into the electric distribution system over a specific billing period.

(b) Availability of Service. Net Metering is available to qualifying consumers on a first come, first served basis until the nameplate capacity of all participating generators is equal to the maximum program limit of three percent (3.0%) of the system peak demand of all customers during the previous calendar year. The City Manager reserves the right to deny any consumer, for any reason, the ability to enter into a net metering agreement with the City.

(c) Conditions of Service.

(1) A qualifying consumer is one whose generating facility complies with all the following requirements:

- A. Is owned and operated by the consumer and is located on the consumer-generator's premises;
- B. Is designed and installed to operate in parallel with the City's Electric System without adversely affecting the operation of equipment and service of the City and its consumers and without presenting safety hazards to City and consumer personnel; and
- C. Is intended primarily to offset part or all of the consumer-generator's electricity needs.

(2) The consumer's generating equipment:

- A. Shall be installed in accordance with the manufacturer's specifications as well as all applicable provisions of the National Electrical Code. All equipment and installations shall comply with all applicable safety and performance standards established by the National Electrical Code, the Institute of Electrical and Electronic Engineers, and Underwriters Laboratories.
- B. Shall be installed in compliance with the Standards for Interconnection and Parallel Operation of Small-Scaled, Customer-Owned Solar, Wind, Hydroelectric or Fuel Cell Powered Generating Facilities up to 25kW (residential) or 100kW (commercial/industrial), and with all applicable requirements of Wood County Building Inspection (inside corporation limits) or Napoleon Power and Light (outside corporation limits).

(3) An application for interconnection with the City's distribution system must be made by the consumer or the consumer's authorized representative. The interconnection permit must provide at least the following information regarding the consumer-generator's facility: Inverter type, size, certification, and manufacturer's specifications including details about circuit protective devices; generation facility certifications; the installing electrician name, address, and phone number; and proof of inspection and approval from the appropriate City inspector(s).

(d) Metering. Net energy metering shall be accomplished using a single meter capable of registering the flow of electricity in each direction. If the existing electrical meter installed at the consumer's facility is not capable of measuring the flow of electricity in two directions, the consumer shall be responsible for all expenses for the purchase and installation of an appropriate meter with such capability. The City may, at the consumer's or the City's expense and with written consent of the consumer, install one or more additional meters to monitor the flow of electricity.

(e) Rate. At the end of the billing period a calculation will be made to determine the difference, if any, between the amount of kWh supplied to the consumer from the City's system and the amount of kWh supplied to the City's system from the consumer.

(1) Credit: If the consumer generator's facility feeds more kWh of electricity back to the City's system than the City supplies to the consumer, at the same site, during the billing period, then fifty percent (50%) of the excess kWh will be given as a kWh credit for the beginning of the next billing period for the same site. At no time will the consumer be entitled to, nor compensated for, any monetary payout of the excess electricity fed back to the City's system.

(2) Billing Period: The billing period is January 1st through either December 31st of each calendar year or the last day of the month in which the consumer ceases operation of the net metering agreement, whichever comes first.

(3) For Example: At the end of the billing period it was determined that consumer X's solar system delivered to the City's system 100 kWh, then consumer X would receive a credit of 50 kWh for that same site.

(f) Special Terms and Conditions.

(1) Each consumer under a net meter system must carry a minimum of \$100,000.00 in liability insurance naming the City as an additional insured.

(2) The consumer-generator must install and maintain a manual disconnect switch that will disconnect the net metering facility from the Napoleon Utilities electric system. The disconnect switch must be a lockable, load-break switch that plainly indicates whether it is in the open or closed position. The disconnect switch must be readily accessible to Napoleon Utility personnel at all times and located within 10 feet of the meter. The disconnect switch may be located more than 10 feet from the billing meter provided that permanent instructions are posted at the meter indicating the precise location of the disconnect switch. This information must be indicated on the application form and approved by the Utility.

(g) Additional Charges. The consumer shall pay any additional charges, as determined by the City, for equipment, labor, metering, testing or inspections that are requested by the consumer or needed by the City.

(h) Length of Term. Contracts under this schedule shall be automatically renewed on January 1st of each year, unless either the consumer or the City provides written notice to terminate the agreement within ten (10) calendar days of the renewal.

(Ord. 011-24. Passed 5-6-24.)