



**PUBLIC UTILITIES  
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**Standard Approval Process for Renewable Energy Interconnection Applications**

The Interconnection Application Processing Fee of \$500 must accompany the application and paid in full to the NDS permitting agent. The application shall be submitted in full by email to [gcpermits@gardencityks.us](mailto:gcpermits@gardencityks.us) and [Renewable.Electric@gardencityks.us](mailto:Renewable.Electric@gardencityks.us). The Electric Department will review the application for account number, account name, account address, account in good standing, previous year load profile for renewable energy sizing, system and circuit fault current contribution, system and circuit generation contribution, and any system improvements to accommodate the renewable interconnection. Please keep in mind the revised addition mainly insurance requirements Part 2, Sections 14 and 15. Upon successful review of the application, contingent approval will be given to proceed with interconnection.

The permitting process will begin after contingent approval has been granted. All permit fees and contractor licensing must be approved by the NDS/Inspection before installation can begin. Upon permit issuance, installation can begin; however, once installation has been completed, no interconnection to the distribution system is allowed. The renewable disconnect switch must be placed in the open(off) position and locked out and tagged out. The Commissioning process will require a passing inspection for the installation mechanically and electrically by the NDS-Inspector. The inspection and commissioning shall be scheduled to accommodate the separate departments involved NDS-Inspection and Electric Department commissioning witness personnel. Once the NDS/Inspector has approved the installation, the commissioning process will begin. The renewable system will be allowed to connect initially for powering up and functionality. A simulated outage will be performed to ensure the renewable disconnection from customer service by measuring voltage readings at the load side of the customer meter socket. Then, the programmed bi-directional meter will be installed, and the timing of the renewable reconnection back to the customer electric service will be conducted. Once all commissioning has successfully passed the prescribed testing, all application pages will be signed for completion, and a copy will be given to the customer representative. Billing for the service will be adjusted to begin on the first of the month to the end of the month.