



**CITY OF WILDOMAR  
COMMUNITY DEVELOPMENT  
DEPARTMENT OF BUILDING AND SAFETY**

**ELECTRONIC RESIDENTIAL PHOTOVOLTAIC AND EV CHARGING STATIONS SUBMITTAL  
(BY EMAIL)**

1. Applicant shall submit a completed Application for Permit and one complete set of plans including calculations, by email, to: [developmentpermittechnicians@cityofwildomar.org](mailto:developmentpermittechnicians@cityofwildomar.org)
  - The Subject Line on the E-mail shall be: **Electronic Solar Submittal, Project Address**
  - Please send with “*High Priority*”
2. The City will review the plans and provide a correction letter back to the Applicant by email.
3. Applicant will submit a corrected set of electronic plans and a response letter to: [developmentpermittechnicians@cityofwildomar.org](mailto:developmentpermittechnicians@cityofwildomar.org)
4. Once plans are approved, an electronic set of plans with a red electronic “Reviewed Stamp” on each page will be returned to the Applicant by email.
5. The Applicant will print a hard-copy of the approved plan and specs and email [developmentpermittechnicians@cityofwildomar.org](mailto:developmentpermittechnicians@cityofwildomar.org) to request an appointment to come pull the permit. (Permit issuance hours are Monday-Thursday, 8:30 a.m. to 3:30 p.m.)
6. At the designated appointment time, the Applicant will bring one (1) printed set of the stamped approved plans along with payment for the permit. The permit will be signed by the Applicant (Property Owner or Contractor) and issued.

**FEES:**

Residential Roof Mount Photovoltaic Permit Fee: \$425.54, (base fee, final fees will be calculated at submittal)

Residential Electrical Panel Upgrade: \$188.19

**CONTACT INFORMATION:**

Plan Check, Permits and general questions: [developmentpermittechnicians@cityofwildomar.org](mailto:developmentpermittechnicians@cityofwildomar.org)

Inspection requests and questions: [buildingdepartment@cityofwildomar.org](mailto:buildingdepartment@cityofwildomar.org)