Making revisions in SolarAPP+

Revising a Submitted Project in SolarAPP+

1. When you need to revise a project, you can select the edit button.
2. The first 3 revisions in SolarAPP+ are free, but you may need to pay an AHJ revision fee for each revision you submit to the AHJ.

Revising a Submitted Project

1. A revision in SolarAPP+ is only complete after you submit the revision and get a new approval ID.
    - That revision will end with a new letter -B, or -C, or -D depending on the revision.
2. In most cases, you will need to take the new approval documents and upload them as a revision within the AHJ's permitting system. These revision processes vary by community.
    - **If you have questions about how to submit a revision in a SolarAPP+ community, reach out to SolarAPP@nrel.gov or the AHJ directly.**
3. Failure to submit a revision to the AHJ, will result in a failed inspection.

City of Rancho Santa Margarita Revision Process:

Example Revision Process

1. After revision approval has been obtained from SolarApp+, go to the RSM Permit Center.
2. Log into the Permit Center.
3. Click the Projects link on the left side of the web page.
4. Click on the appropriate address for the project you would like to resubmit plans for.
5. Click on the blue Request Plan Check button in the Plan Checks area to open a window to facilitate finding PDF plans on your computer or dragging and dropping PDF files onto the window.

Please note the following scenarios when PDF plans cannot be uploaded to your account:

1. When the overall Permit Status is set to: ■ HOLD   ✔ FINALED   ⊘ EXPIRED
2. When the Plan Check Submittal Status is set to: ⊙ IN PROGRESS

If you have any questions, please email: solarpermits@cityofrsm.org