



Making revisions in SolarAPP+

Revising a Submitted Project in SolarAPP+



Edit 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.

Projects

New Project

All

Approved

Draft

Filter projects...

Title ▾	Address ▾	Jurisdiction ▾	Status ▾	Approval ID ▾
New Project 2021-06-08 20:22:32	2739 N Camino Valle Verde Tucson, AZ 85715	City of Tucson, AZ / Pima County, AZ	Draft PV	N/A
New Project 2021-04-30 17:04:15	18000 W Ajo Hwy Tucson, AZ 85735	Pima County, AZ / City of Tucson, AZ	Draft PV	
New Project 2021-01-19 22:24:14	2739 N Camino Valle Verde Tucson, AZ 85715	City of Tucson, AZ / Pima County, AZ	Draft PV	

Show

Edit

Archive Project

Revising a Submitted Project



Submitting your Project to the AHJ

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

The image displays two screenshots of the CityTech Solutions web application. The top screenshot shows the 'Projects' page with a list of projects. A red arrow points to the 'Projects' link in the left sidebar, and another red arrow points to the '10852 Pine Street' project entry. Text overlays indicate: 'To upload revised plans: 1. Click on the Projects pages' and '2. Click on the project you want to interact with'. The bottom screenshot shows the '10852 Pine Street' project details page. A red arrow points to the 'Request Plan Check' button in the 'Plan Checks' section. Text overlays indicate: '3. Click Request Plan Check to upload files and resubmit.' The 'Permit Details' section shows the application number, status, owner, and applicant. The 'Plan Checks' section shows the submittal status and dates.

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

