



**Town of Clayton**  
**Generator Interconnection Application**  
**Long Form**  
**(For Use with Generators Greater than 25 kW and Less than 500 KW)**

The Applicant makes this Interconnection Application to the Town of Clayton to install and operate a generating facility greater than 25 kW and less than 500 KW interconnected with the Town of Clayton electric distribution system.

**Section 1 – Applicant Information**

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Facility Location (if different from above): \_\_\_\_\_

Phone Number: Daytime \_\_\_\_\_

Evening \_\_\_\_\_

Town of Clayton Account Number: \_\_\_\_\_

**Section 2 – Generator Qualifications**

Is the generator powered from a renewable qualifying energy source?

- Yes                       No

Type of qualifying energy source (if applicable):

- Solar                       Wind                       Other, specify

Does Applicant request Net Energy metering service?    Yes    No

**Section 3 – Generator Technical Information**

Type of generator:

Solar PV modules Manufacturer, Model Name, and Model Number:

\_\_\_\_\_  
*(A copy of generator nameplate and manufacturer’s specifications sheet to be attached).*

Total DC Output Power Rating in kW: \_\_\_\_\_(DC)

Inverter Manufacturer, Model Name, and Model Number:

\_\_\_\_\_  
*(A copy of inverter nameplate and manufacturer’s specification sheet to be attached).*

Total AC Output Rating in kW: \_\_\_\_\_(AC)

**Section 4 – Interconnecting Equipment Technical Data**

Generator AC Safety Disconnect Switch (required for all but largest [over 100 KW] proposed PV solar facilities where Applicant proposes a circuit breaker):

Note: The AC Safety Disconnect Switch device, accessible to the Town of Clayton, must be included except where Applicant proposes a circuit breaker.

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_

Catalog No.: \_\_\_\_\_ Rated Volts: \_\_\_\_\_ Rated Amps: \_\_\_\_\_

- Single Phase                       Three Phase

Mounting Location: \_\_\_\_\_

AC Safety Disconnect Switch must be “visible break” with “Lockout” & “Tagout” capability for utility, maintenance, and service emergency personnel and be located within line of sight with utility meter.

*(Attach a copy of the AC Safety Disconnect Switch manufacturer’s specification sheet(s).)*

Will an interposing transformer be used between the generator and the point of interconnection?

- Yes                                       No

Transformer Data (if applicable) for Customer-Owned Transformer:

*(A copy of transformer nameplate and manufacturer’s test report may be substituted).*

Size: \_\_\_\_\_ KVA                      Transformer Primary: \_\_\_\_\_

- Volts:     Delta                       Wye                       Wye Grounded

Transformer Secondary: \_\_\_\_\_

Volts:  Delta  Wye  Wye Grounded

Transformer Impedance: \_\_\_\_\_% on \_\_\_\_\_ KVA Base

Transformer Fuse Data (if applicable) for Customer-Owned Fuse:  
(Attach copy of fuse manufacturer's minimum melt and total clearing time-current curves).

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_

Size: \_\_\_\_\_ Speed: \_\_\_\_\_

Circuit Breaker (if applicable) for large (over 100 KW) PV solar facilities must be able to provide "visible break" and compatible with "Lockout" & "Tagout" capability for utility, maintenance, and service emergency personnel use.  
(Attach a copy of the AC Safety Disconnect Switch manufacturer's specification sheet(s).)

Circuit Breaker Protective Relays (if applicable):  
(Enclose a copy of any proposed time-overcurrent coordination curves).

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_

Style / Catalog No.: \_\_\_\_\_ Proposed Setting: \_\_\_\_\_

Manufacturer: \_\_\_\_\_ Type: \_\_\_\_\_

Style / Catalog No.: \_\_\_\_\_ Proposed Setting: \_\_\_\_\_

### Section 5 – General Technical Information

Enclose a copy of the three-line electrical diagram showing configuration and interconnection of all equipment and protection and control schemes. Is three-line electrical diagram enclosed?

Yes  No

Enclose a copy of any site documentation that describes and details the location and operation of the PV solar facility, PV solar facility protection, and PV solar facility control schemes. Is site documentation enclosed?

Yes  No

**Section 6 – Installation Details**

Generating system will be installed by:  Owner  Delaware Licensed Electrician

Installing Electrician: \_\_\_\_\_

Firm: \_\_\_\_\_

License Number of Installing Electrician: \_\_\_\_\_

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_

Telephone Number of Installing Electrician (including area code): \_\_\_\_\_

Installation Date: \_\_\_\_\_

Requested Interconnection Date: \_\_\_\_\_

Applicant is to supply Final Electrical Inspection certification that the generating system has been installed and inspected in compliance with the local building / electrical code prior to interconnection.

**Section 7 – Generator / Equipment Certification**

Generating systems that use / utilize inverter technology must be compliant with IEEE 1547 and Underwriters Lab. UL 1741. Generating systems that use a rotating machine must be compliant with the Town of Clayton's *Technical Considerations Covering Parallel Operations of Customer-Owned Generation of Less than 500 KW and Interconnected with the Town of Clayton Electric System* document.

By signing below, the applicant certifies that the installed generating equipment meets the appropriate preceding requirement(s) and can supply documentation that confirms compliance.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

A pre-interconnection study is normally required for generators greater than 100 kW. However, certain generator types / sizes and the location of the point of interconnection with the Town of Clayton electric system may permit a waiver of the pre-interconnection study.

Does the Generator Owner request a waiver of the pre-interconnection study?

Yes  No

A "yes" response cannot insure that the pre-interconnection study requirement will be waived. Town of Clayton has the sole authority to grant release from the requirement based on the merits of each individual interconnection application.

Applicant to receive and review an Attachment A, "List of Items" to be supplied and submitted for technical review of Interconnection Application.

List received?  Yes  No

Items provided?  Yes  No

### Section 8 – Applicant Signature

I hereby certify that, to the best of my knowledge, all the information provided in the interconnection application is true and correct. I also agree to install a warning label provided by the Town of Clayton on or near my service meter location.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Send the completed application to:  
**Town of Clayton**  
**P.O. Box 1130**  
**Clayton, DE 19938-1130**

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(For Internal Use Only)

**Section 9 – Approval or Non-Approved**

Planning & Zoning Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Electrical Review	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
Town Compliance	<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved

Town Official Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Reason for Non-Approval:

\_\_\_\_\_

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Approval to connect to the Town of Clayton electric system indicates only that the minimum requirements for a safe and proper interconnection has been satisfied. Such approval does not imply that the Generator Owner's facility meets all federal, state, and local standards or regulations.

Witness Test is required and all fees paid by Applicant prior to final approval and interconnection.

**Section 10– Internal Notifications**

	Date
Applicant warning label for installing on / near service meter and AC Safety Disconnect Switch	<input type="checkbox"/> Yes _____
Notify Billing Department of interconnected generation	<input type="checkbox"/> Yes _____
Notify Electric Department of interconnected generation	<input type="checkbox"/> Yes _____
Application fee paid	<input type="checkbox"/> Yes _____
Notify Town Engineer of interconnected generation	<input type="checkbox"/> Yes _____
DEMEC notified	<input type="checkbox"/> Yes _____
Copy of Final Inspection Certificate received	<input type="checkbox"/> Yes _____
Witness Test completed by Applicant with Town	<input type="checkbox"/> Yes _____
Final approval notice sent to Applicant	<input type="checkbox"/> Yes _____

**ATTACHMENT A  
LIST OF ITEMS**

**TOWN OF CLAYTON  
REVIEW OF PV SOLAR INTERCONNECTION APPLICATION  
ITEMS TO BE SUBMITTED WITH INTERCONNECTION APPLICATION**

1. Site Plan: Including buildings and property fixtures; show layout of PV solar facility, utility meter location, and location of AC Safety Disconnect Switch.
2. Structural Details: For roof mounted PV solar facility only.
3. Cut Sheets for:
  - a. Inverter – must be IEEE 1547 compliant
  - b. AC Safety Disconnect Switch – must be “visible break” with “lockout” & “tagout” compliance
  - c. PV solar modules
4. Electrical Three-Line Diagram
5. Solar Lease Agreement (if applicable)
6. Warning Signage Verbiage (to be installed at AC Safety Disconnect Switch)
7. Requested Date of Interconnection