




How to Respond to Comments

 Tip: Recommended browsers are Chrome, Firefox, Edge or Safari.

A response to comments submittal can only be made once all reviews are completed. Notification regarding review comments will be sent via email. The links provided in the email will lead you directly to the Issues or Conditions page in the Plan Room on our online portal. Log-in may be required before the page displays.

The Planning and Development has completed the plan review portion of your application and determined that revisions are needed on your plans for approval.

You may access your application and review the issues/conditions at the [City of Clearwater Online Portal](#).

- [Issues List](#) (4)
- [Conditions List](#) (0)



[Video Tutorial: Responding to Issues](#)

[Video Tutorial: Uploading Revised Plans](#)


Please note that **all identified issues will require a brief text response/acknowledgement** before you will be able to submit revised plans and documents as a new review package with the plan Room.

Address: 100 MYRTLE AVE S
Record Number: [BCP2020-010001](#)
Application Name: Test
Description: Online Permit - Test

Thank you!

City of Clearwater
Planning and Development

If you did not receive an email but are associated with the record, you may still view and respond to the issues in the Plan Room.

 Tip: It is possible that emails get caught in spam or junk mail. Add CityOfClearwater@MyClearwater.com to your contacts to receive our emails.

Step 1:

Proceed to the Plan Room Issues page to view a list of the issues on a record. All issues that require attention should be in “Open” status.

How to Respond to Comments

Record Details	Summary	Uploads	Issues	Conditions	Approved Plans
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Below you will see a comprehensive list of issues for this project. This list can be filtered to focus on a desired discipline or status. You can click on an open issue to view associated mark-ups and respond before uploading new plans. Please note that all open issues will require a brief response prior to uploading a revised plan set.

Issues

Filter

Discipline	Title	Status	Attached To	Created By	Last Updated	Updated By
ELECTRICAL	Test	OPEN	E-1	Tania Vasquez	1/2/2020, 7:49:52 AM	Tania Vasquez
BUILDING	Test	OPEN	S-1	Tania Vasquez	1/2/2020, 7:51:03 AM	Tania Vasquez
BUILDING	Test	OPEN	FL239.pdf	Tania Vasquez	1/2/2020, 7:52:13 AM	Tania Vasquez
FIRE	Test	OPEN		Tania Vasquez	1/2/2020, 7:52:47 AM	Tania Vasquez

Step 2:

Open the first issue you will respond to by clicking on it. If the issue is associated with a sheet or document, that sheet or document will display with the issue details located on the left and markups (if any) located directly on the page. Issues and markups are color coded by discipline.

Clearwater, Florida 33756
5.8 kW DC Photovoltaic System Electrical Diagram (Supply Side Connection)
(18) Panasonic VBHN325KA03 Modules with Enphase IQ7X Microinverters

Enphase IQ7X Microinverters
Peak Output Power: 320 VA
Max Continuous Power: 315 VA
Nominal Voltage (V): 240
Nominal Output Current (A): 1.31
Max Input DC Voltage: 79.5 VDC
Max Module ISC: 10 A
MPPT Range: 53-64 VDC
Max Branch Circuit OCPD: 20 A
Max Units per 20 A: 12

Notes: All work to meet or exceed NEC 2014
1 Junction box to be located within the array boundary. Junction box must be minimum Nema 3R UL listed enclosure. Free air conductors must be installed in raceway if readily accessible as per 690.31(A).
2 The minimum volume of the Nema 3R enclosure for the transition of PV wire to THWN-2 wire shall be 4 cubic inches. Heyco 5 wire stainless gland seals or similar connector are required as strain relief for PV wire into Nema 3R junction box at array.
3 Supply Side connection via 705.12A, using parallel line taps in a NEMA 3R box (as required) using NSI IPCM4002, Inco IPC-KUP-L, or NSI Tork IPLD 30-3 Multi-Tap Connector or equivalent.
4 PV service disconnecting means for supply side connection must have neutral/EGC bond within and must be listed as "suitable for use as service equipment." 230.66
5 The fuses in the service rated disconnect for the "supply side" connection must be rated to handle the maximum short-circuit current available at the supply terminals. 110.9, 110.10
6 Over-current protection for the supply side connected conductors shall be located within 10 feet of the connection to the service. 705.31
7 Load side connection "option" available via 2014 NEC 705.12(D)(2) with 225A Main panelboard bus and with 200 A main breaker or if the required PV Backfed breaker plus the main breaker rating are less than or equal to 120% of the Main service bus rating. 705.12(D)(2)
8 The backfed breaker for the "optional load side connection" must be located at the opposite end of the bus from the main supply breaker.
9 "PV Input Do not relocate this OCPD" label required adjacent to backfed breaker if load side connection option is used. 705.12(D)(7)
10 The following label is required on meter can and main panelboard "Service is fed from dual power sources; Utility and Photovoltaic system"
11 Bonding of module to rail and module to module accomplished through WEEB washers or self grounding mid-clamps.
12 Continuous or irreversibly spliced Grounding Electrode Conductor installed per 250.24(D). Grounding Electrode Conductor shall be specified as per 250.64 and sized per 250.66
13 Unspliced Main Bonding jumper within "Service Equipment Rated" PV disconnect means as per 250.24(C)
14 Grounded conductor routed with ungrounded conductors to PV Service disconnecting means as per 250.24(C)
15 Total voltage drop % for all circuits is 1.82%. Voltage drop should be kept below 2% to avoid inverter shutdown and production losses due to AC voltage rise.

Step 3:


Type a response to the issue in the section labeled Applicants Response. Please provide any details important to resolving the issue to help facilitate the review process then click Save.

How to Respond to Comments

The screenshot shows a user interface for managing issues. At the top left, there is a back arrow and the text "All issues". Below this, the issue title "Test" is displayed with a magnifying glass icon to its right. A category tag "ELECTRICAL" is shown in a rounded rectangle. The creator information reads "Created by: Tania Vasquez on 1/2/2020, 7:49:52 AM". The "Description:" section contains the text "This is a test Electrical Issue. Please clarify ABC...". A red "OPEN" status tag is visible. Under "Applicants Response:", there is a text input area with a dashed border and a placeholder "Enter your narrative responding to the issue here...". Below the input area are "Save" and "Cancel" buttons. At the bottom, a notification bar shows "Tania Vasquez" and "1/2/2020, 7:55:51 AM" with the message "Changed issue to OPEN status."

Step 4:

After clicking save, you will be brought back to the Issues page. The previous issue's status will have changed to "Answered". Repeat these steps until all issues are answered.

 You must respond to all issues. You will not be able to proceed with a response submittal until all issues are answered. Partial responses are not accepted.

How to Respond to Comments

Below you will see a comprehensive list of issues for this project. This list can be filtered to focus on a desired discipline or status. You can click on an open issue to view associated mark-ups and respond before uploading new plans. Please note that all open issues will require a brief response prior to uploading a revised plan set.

Issues Filter

Discipline	Title	Status	Attached To	Created By	Last Updated	Updated By
ELECTRICAL	Test	ANSWERED	E-1	Tania Vasquez	1/3/2020, 8:05:12 AM	Tania Vasquez
BUILDING	Test	OPEN	S-1	Tania Vasquez	1/2/2020, 7:51:03 AM	Tania Vasquez
BUILDING	Test	OPEN	FL239.pdf	Tania Vasquez	1/2/2020, 7:52:13 AM	Tania Vasquez
FIRE	Test	OPEN		Tania Vasquez	1/2/2020, 7:52:47 AM	Tania Vasquez

Step 5:

After all issues are answered, click the "Uploads" link to proceed with revised sheets submittal.

Record Details	Summary	Uploads	Issues	Conditions	Approved Plans
----------------	---------	---------	--------	------------	----------------

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BUILDING	Test	ANSWERED	S-1	Tania Vasquez	1/3/2020, 8:10:29 AM	Tania Vasquez
BUILDING	Test	ANSWERED	FL239.pdf	Tania Vasquez	1/3/2020, 8:10:42 AM	Tania Vasquez
FIRE	Test	ANSWERED		Tania Vasquez	1/3/2020, 8:10:55 AM	Tania Vasquez

Step 6:

Note that a new Review Cycle Package is available. Click "Resume" to proceed with your upload.

Record Details	Summary	Uploads	Issues	Conditions	Approved Plans
----------------	---------	---------	--------	------------	----------------

Digital files required for application and plan review are submitted within a review package. Below is a list containing submitted and in progress packages for this application. Plan files may only be submitted at the start of a review cycle. For review cycles that are in progress, click the Resume action to upload files to the packages.

Review Packages

Date	Name	Description	Status	Last Updated By	Action
1/2/2020	Review Plan Cycle # 2		New	Tania Vasquez	Resume
1/2/2020	Review Plan Cycle # 1	Initial Submittal	Accepted	Tania Vasquez	View

How to Respond to Comments

Step 7:

Type a description for this new Review Package then click “Continue.”

Step 1: Information

Review packages are a set of plans and documents submitted for a review cycle.

General

Review Plan Cycle # 2


Description: 

Enter a description of the plans or documents you are uploading...

Continue

Step 8:

Drag and drop or click “Browse” to select files for uploading.

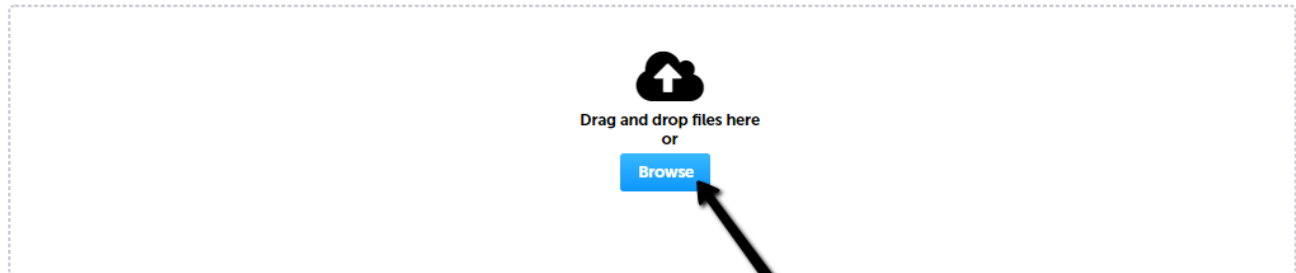
 Tip: Remember that you will now only be required to submit revised sheets. Full sets are not needed.

How to Respond to Comments

Step 2: Add & Process Files

Browse or drag and drop the desired files to upload. Once all files are added, the **Upload and Validate** button is displayed. Click on it to validate the files and add them to your review package. When all of the desired files are uploaded and validated, click the **Process Files** button to prepare your files for review.

Note: Please do not combine plans and documents of various types into a single PDF document.



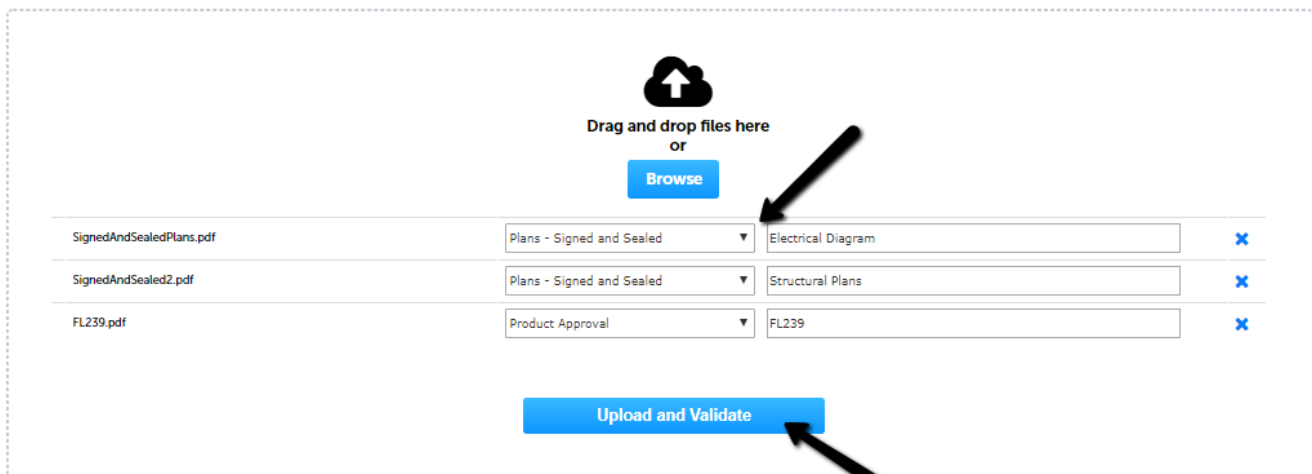
Files

Name	Description	Type	Status	Uploaded By	Uploaded Date	Signature
No results found!						

[Continue](#)

Step 9:

Select the document type from the dropdown menu then type a concise description for each file. Click “Upload and Validate” when your file selection is complete.



Step 10:

How to Respond to Comments

Correct any file or signature issues (if present) and re-upload as necessary. Once all files have a status of “Validated,” proceed by clicking the “Process Files” link.


Files

Name	Description	Type	Status	Uploaded By	Uploaded Date	Signature
SignedAndSealedPlans.pdf	Electrical Diagram	Plans - Signed and Sealed	VALIDATED	Tania Vasquez	1/3/2020	
SignedAndSealed2.pdf	Structural Plans	Plans - Signed and Sealed	VALIDATED	Tania Vasquez	1/3/2020	
FL239.pdf	FL239	Product Approval	VALIDATED	Tania Vasquez	1/3/2020	

Process Files

Step 11:

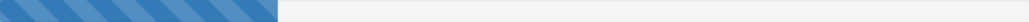
A pop-up will display your file processing progress. You may close the window if you choose. Once all files are processed, you will land on the sheet versioning page. Verify all sheet titles, make changes as needed, then click “Continue” to proceed.

 It is extremely important that the sheet titles of the revised sheets uploaded match the sheet titles of the initial submittal. If they do not match, the revised sheet will not be recognized as a subsequent version of the original.

File processing ✕

Your files are currently being processed into individual sheets and prepared for web access. This process can take several minutes to complete. You can navigate away from this page and return if desired.

We will notify you via *email* when the process is completed and provide a link for you to return and complete the remaining steps to finalize your review package.



Note: Your review package is not complete and will not be routed for review until you complete the remaining steps.

Close

How to Respond to Comments

Sheets

S-1

DETAILS	CLIENT: UNICIT	PROJECT NAME	ADDRESS: 16'	COVER
	DWG. NO.			
S-1				

Page 1 from SignedAndSealedPlans.pdf

S-2

	CLIENT: UNICIT	PROJECT NAME	ADDRESS: 16'	ARRAY LAYC
	DWG. NO.			
S-2				

Page 2 from SignedAndSealedPlans.pdf

S-3

	CLIENT: UNICIT	PROJECT NAME	ADDRESS: 16'	SPECIFICATIO
	DWG. NO.			
S-3				

Page 3 from SignedAndSealedPlans.pdf

S-4

	CLIENT: UNICIT	PROJECT NAME	ADDRESS: 16'	SPECIFICATIO
	DWG. NO.			
S-4				

Page 4 from SignedAndSealedPlans.pdf

Enter sheet number..

Page 1 from SignedAndSealed2.pdf

Continue

Save and resume later

Tip: If you don't remember the original sheet title, refer to the list of issues on the Issues page. The sheet title will be referenced in the "Attached To" column.

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Issues

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How to Respond to Comments

Step 12:

Confirm all necessary files are uploaded and all issues are answered. Click “Finish” to submit your response.

Step 4: Review

Please review the information below and ensure you have uploaded all of the plans and documents for this review cycle. Click the **Edit** buttons to make any needed changes or to upload any remaining documents. Once you click **Finish**, your review cycle will begin and additional documents cannot be uploaded until after the review cycle has been completed.

Finish

General

Edit

Review Plan Cycle # 2

Response to Comments

Files

Edit

These are all the files that will be submitted with this package.

Name	Description	Type	Status	Uploaded By	Uploaded Date	Signature
SignedAndSealedPlans.pdf	Electrical Diagram	Plans - Signed and Sealed	PROCESSED	Tania Vasquez	1/3/2020	✓
SignedAndSealed2.pdf	Structural Plans	Plans - Signed and Sealed	PROCESSED	Tania Vasquez	1/3/2020	✓
FL239.pdf	FL239	Product Approval	PROCESSED	Tania Vasquez	1/3/2020	

Issues

Edit

These are all the issues that will be submitted with this package.

Discipline	Title	Status	Attached To	Last Updated	Updated By
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BUILDING	Test	ANSWERED	FL239.pdf	1/3/2020, 8:10:42 AM	Tania Vasquez
FIRE	Test	ANSWERED		1/3/2020, 8:10:55 AM	Tania Vasquez

Finish

You will see a banner confirming that your submittal was successful. Department staff will be notified of your submittal automatically.

Create an Application

Search Applications



Success.

Your review package has been received.

Digital Plan Room