

Cosumnes Customer Permit Portal How to: Solar Application

Presented by Cosumnes Fire Department

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Solar Permit Application

- The Portal, Account Set-up, and Log in
- Submit for a solar permit
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Clariti User Portal



Home

Search...



Welcome to Cosumnes Community Services District

Please enter your username and password to log in.

If you have not previously registered for an account, please register.

Username

Password

Log in

[Forgot your password?](#)

Register for an Account

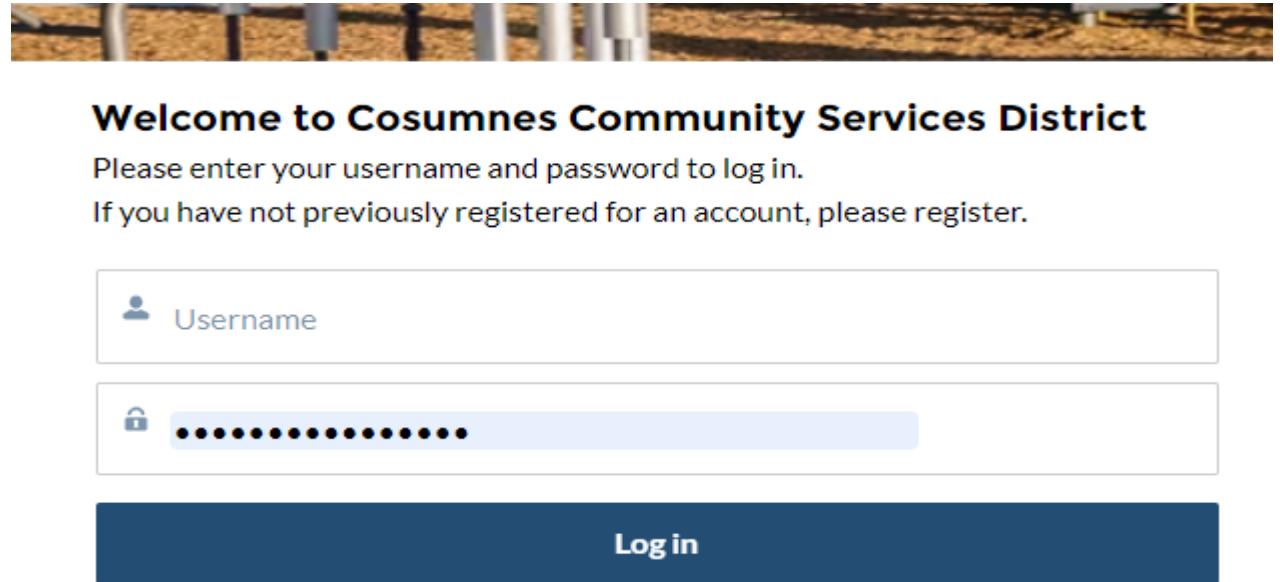


Individual Account

Register as an individual account to access Cosumnes

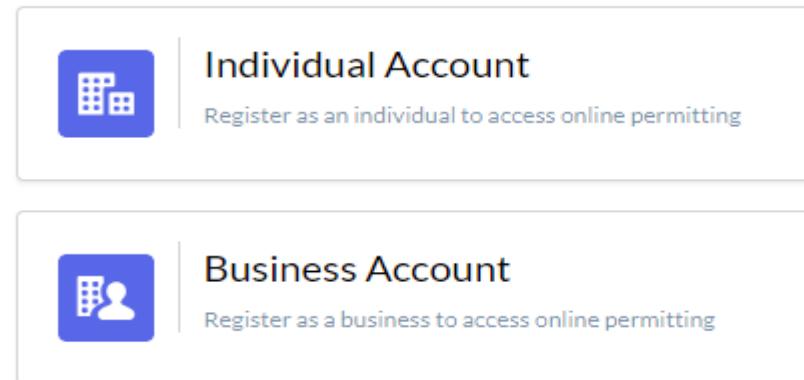
Setting up an account

Follow the online directions.



The image shows the login page for the Cosumnes Community Services District. At the top, there is a decorative banner with a grid of small, colorful images. Below the banner, the text "Welcome to Cosumnes Community Services District" is displayed in bold. A sub-instruction "Please enter your username and password to log in." follows. Another instruction, "If you have not previously registered for an account, please register.", is also present. The page features two input fields: one for "Username" with a user icon and one for "Password" with a lock icon. Below these fields is a large blue "Log in" button. At the bottom left of the page, there is a link "Forgot your password?".

Register for an Account



The image shows the "Register for an Account" section of the website. It contains two main options: "Individual Account" and "Business Account". Each option is represented by a blue square icon with a white symbol: a building for the individual account and a person for the business account. To the right of each icon, the account type is labeled in bold. Below each label is a descriptive subtitle. A horizontal line separates this section from the rest of the page.

 Individual Account
Register as an individual to access online permitting
 Business Account
Register as a business to access online permitting

Individual vs Business Account

Choose an Individual if:

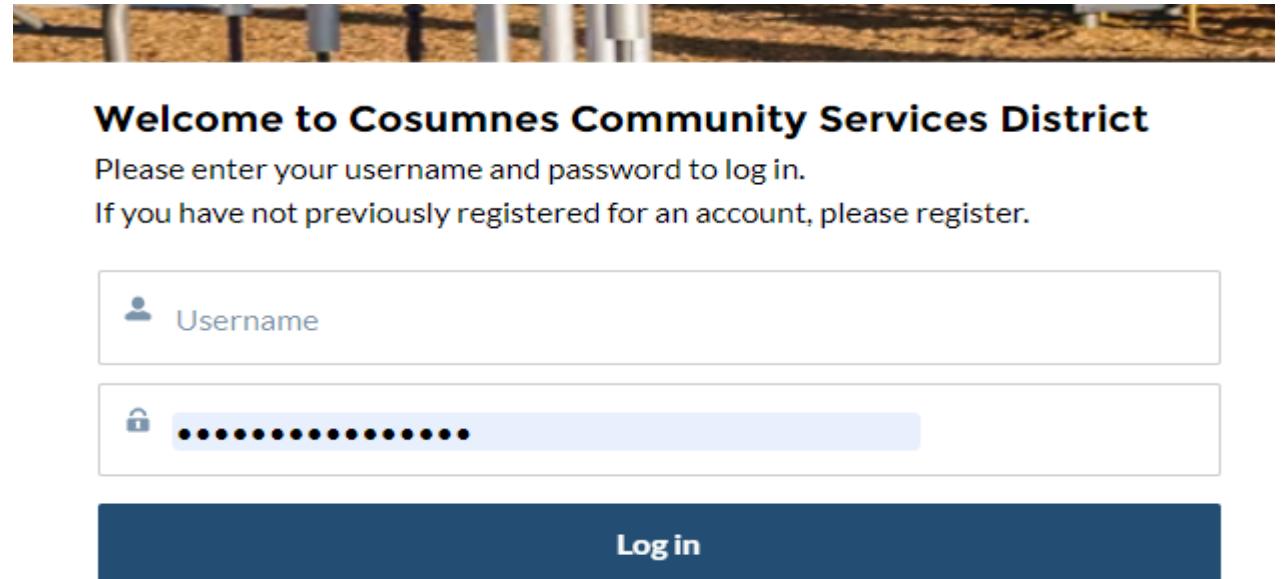
- You are a sole proprietor.
- You are the owner/builder.
- You are setting up an account to request a burn permit.
- You are paying individual citation fees.

Choose a Business Account if:

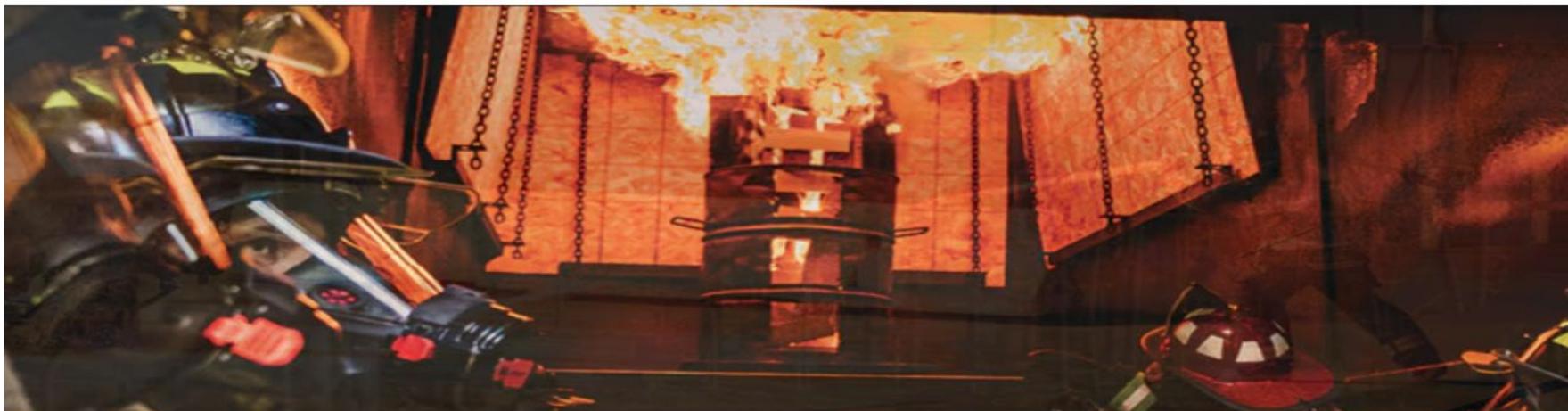
- You work for an organization that will have multiple people submitting applications for plan checks, KNOX, etc.
- You want to link all employees (contacts) within the same organization to one parent account.
- Employees can view all permit applications

Logging in

- Input your new Username (your email).
- Input your password.
- If you forgot your password, follow the link to reset.



The image shows the login page for the Cosumnes Community Services District. At the top, there is a decorative banner with a nature scene. Below it, the text "Welcome to Cosumnes Community Services District" is displayed in bold. A message follows: "Please enter your username and password to log in. If you have not previously registered for an account, please register." The form contains two input fields: "Username" with a user icon and "Password" with a lock icon. A large blue "Log in" button is at the bottom, and a "Forgot your password?" link is located below it.

[Home](#)[My Permits](#)[My Inspections](#)[Requests](#)[More](#) permit

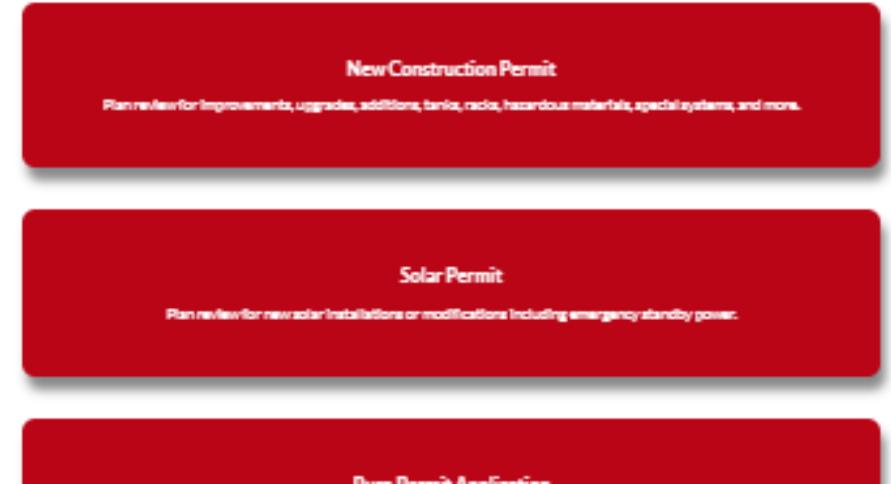
Welcome to the Cosumnes Community Services District Portal.

This portal provides real-time access to Fire Department plan reviews and permits, as well as Landscape Architecture & Planning plan reviews. Log in to follow the progress of your project, apply for a burn permit, pay fees, order inspections, and more. Please select the applicable button below to either submit a Fire Department application or, separately, a Landscape Architecture & Planning application. For questions concerning the submittal process, plan reviews, permits, inspections, fees, and more, please visit our website at www.CosumnesCSD.gov. For technical difficulties, please call the Fire Department at 916-405-7100 or Landscape Architecture & Planning at 916-405-5600. We look forward to serving your project needs!

[Fire Department](#)[Landscape Architecture and Planning](#)[Make Payments](#)[Information](#)

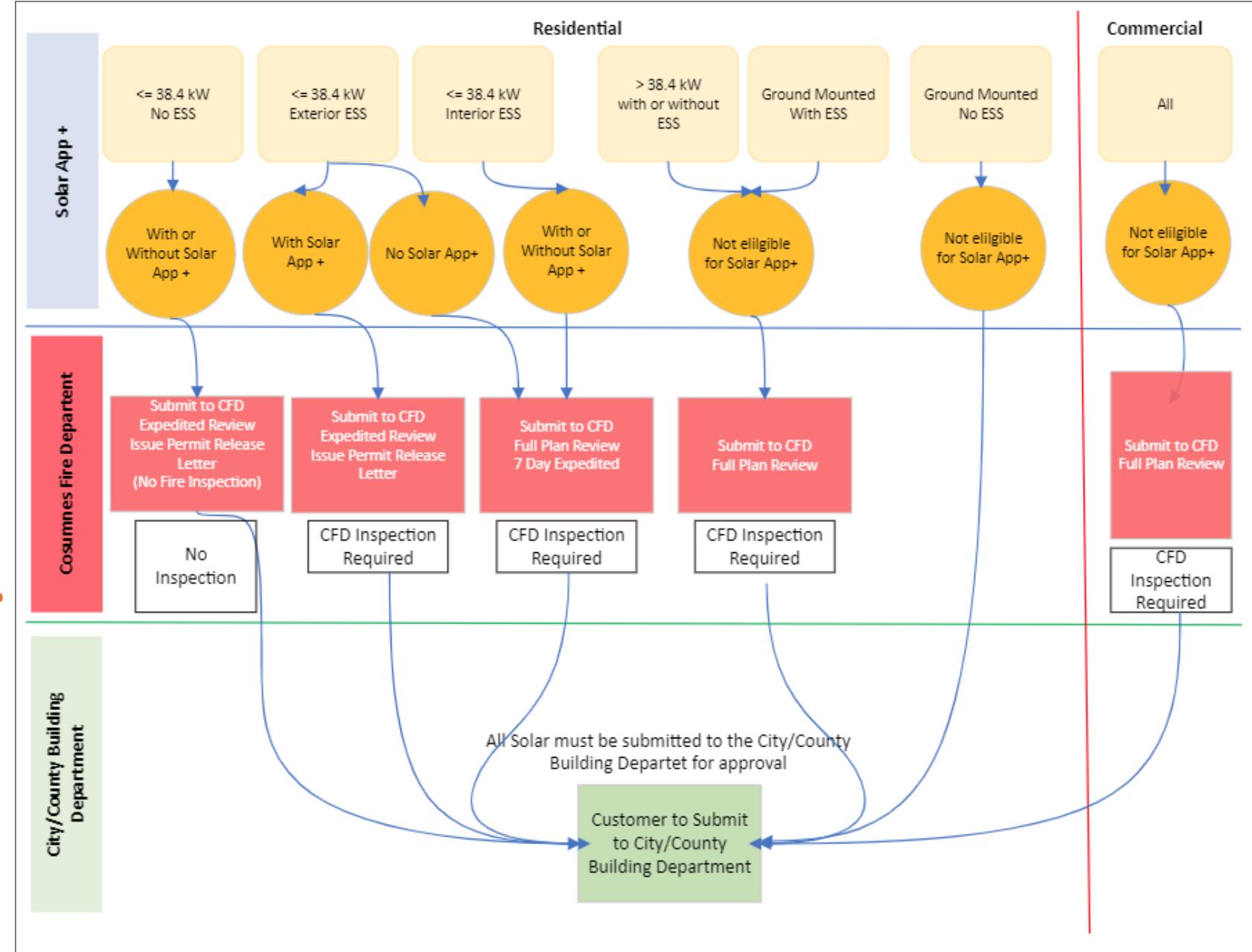
Fire Department Button (from Home Page)

Solar Permit – Plan review for new solar installations or modifications, including emergency standby power.



Solar Workflow

Solar Standards



New Application

Application

Acknowledgement

Project Details

Application Type

Project Type

Up to and Including 38.4 KW

Type

With ESS

Work Type

ESS - Mounted Exterior

Subtype

--None--

Applicant Details

Applicant Name

Pam Dawson

*Applicant Type

Contractor

Other Interested Party

Search Accounts...

Type of Other Interested party

--None--

Select from each dropdown menu.

Add Project Name. Existing Projects will pull up. If a new project, use "Project Name" field.

Project

Search undefined...

Note: If project is not available in project lookup then enter project name below

Project Name

* Location Address

Search Addresses...

Note: If exact address not available then enter location description

* Location Description

Parcel Number Search

Search Parcel Numbers...

Note: Input Known parcel number and search. If parcel number does not come up, com

Parcel Number

Parent Permit

Search Permits...

Add address here, if the address has not yet been established use the "Location Description field" below.

If there is a parent permit with the Fire Department, add it here. If this information is not available, the Fire Department it can be added later

If you have a Solar App+ Registration number, choose YES and add the registration number in the field below.
If no Solar App+, choose NO.

▼ Solar Details

* Solar App+ Registration completed

Yes

SolarApp+ registration number

* Residential/Commercial

Residential

Choose Residential or
Commercial and press
NEXT.

Next

Submission Requests

Submission Requests

Upload your required documentation to the submission request(s) below for:

solar plans with manufacturer's specifications sheets

 Upload Files

Or drop files

The portal will provide a list of "submissions" required for your selected permit.

Upload documents under the correct heading.

Acknowledgement

Read and acknowledge that all information you have given is correct and that fees will be based on the information submitted in the application.

New Application



Acknowledgement

I, _____, hereby acknowledge that the information given is correct. I acknowledge that fees will be assessed based on the information submitted in this application.

Fees may be paid online with a credit card (Visa, Mastercard, or Discover), a 3% service charge will apply. After fees are paid, the application will automatically be submitted. The customer will be returned to the "Amount Owing/Pay Now" screen and may navigate to other parts of the portal.

Fees may also be paid by cash or check delivered to Cosumnes Fire Department, 10573 E. Stockton Blvd., Elk Grove, CA 95624.

Applications will be reviewed once all fees are paid.

Acknowledgement

[Save and Resume Later](#) [Back](#) [Next](#)

NOTE: If a different type of permit is needed, fees will be adjusted.

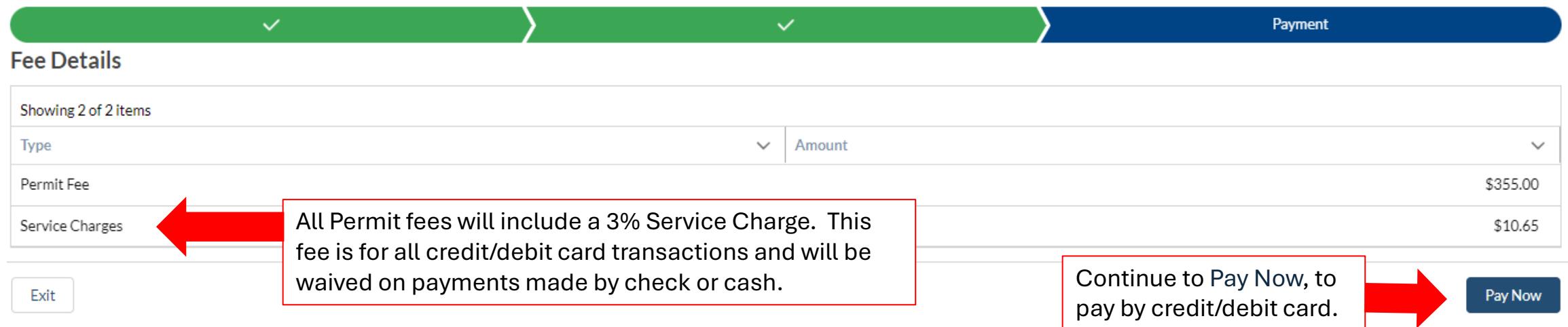
All fees must be paid before the application will enter the Plan Review phase.

If the actual fees turn out to be less a credit or refund will be issued.

Pay Fees

The portal will automatically calculate fees. Fees are based on the current year's [Book of Fees](#) (posted on www.CosumnesCSD.gov website). Need to use screen shot of solar fees

New Application



The screenshot shows a fee payment interface with a green header bar and a blue 'Payment' button. Below is a table of fees:

Type	Amount
Permit Fee	\$355.00
Service Charges	\$10.65

Annotations with red arrows and boxes highlight specific information:

- A red arrow points to the 'Service Charges' row, with a callout box stating: "All Permit fees will include a 3% Service Charge. This fee is for all credit/debit card transactions and will be waived on payments made by check or cash."
- A red arrow points to the 'Pay Now' button, with a callout box stating: "Continue to Pay Now, to pay by credit/debit card."

All fees must be paid before the application is accepted and placed in the queue for plan review. If you have questions regarding your fees, contact us at 916-405-7100 during regular business hours

General Information for Cosumnes Fire Department

- Links to the Cosumnes Fire Department Fire Prevention pages.
 - [Access standards and handouts](#)
 - [Book of Fees](#)
 - [Burn Permit map](#)
 - [Information on the Vegetation Management Program](#)
 - [Information on maintaining Commercial Fire Systems](#)

General Information

[Links to Cosumnes Fire Department website.](#)

Thank you!

If you have any questions, please contact the Cosumnes Fire Department at 916-405-7100.