

Net Metering Petition Checklist Form

I. INSTRUCTIONS

Per D.P.U. 17-22-A, all stakeholders requesting a net metering exception from the Department of Public Utilities (“Department”) shall submit the checklist below with their petition:

- If a petitioner is seeking an exception to the **Single Parcel Rule**, the petitioner shall fill out sections II, III, IV, and V.
- If a petitioner is seeking an exception to the **Subdivision Rule**, the petitioner shall fill out sections II, III, IV, and VI.
- If a petitioner is seeking an exception from the **regulations for reasons other than the Single Parcel Rule or Subdivision Rule**, the petitioner shall fill out sections II, III, and IV.

In all sections, petitioners must identify in column 3 the page number or attachment reference in the petition where the answer to each question may be found. If a question is not applicable to the petitioner’s situation, the applicant should write “N/A” in the cell. Cells should not be left blank. Incomplete responses may result in the issuance of a Notice of Deficient Petition by the Department to the petitioner. See e.g., The Pomponoho Pines Community, Notice of Deficient Petition for an Exception from the Net Metering Regulations D.P.U. 19-33 (2019).

Answers to the petition checklist questions should focus on the net metering program. If you are seeking an exception to the Solar Renewable Energy Certificate (“SREC”) or Solar Massachusetts Renewable Target (“SMART”) Program do NOT fill out this form, instead, contact the Department of Energy Resources.

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II. GENERAL INFORMATION

Question Number	Question	Page Reference in Petition
1	Provide a detailed narrative of the relief requested.	
2	Identify the relevant section(s) of the net metering regulations or Department order you are requesting an exception from.	
3	Discuss whether there have been any changes to the location of the parcel boundaries as a result of a subdivision since January 1, 2010.	
4	Indicate whether there are net metering facilities currently operating on the parcel(s) of land on which each proposed net metering facility will be located.	
5	Indicate whether there are any qualifying facilities located on the parcel(s) of land on which each proposed net metering facility will be located.	
6	Include a summary of the communication(s) you have had with the Administrator of the System of Assurance about this net metering issue.	
7	Include a summary of the communication(s) you have had with the electric distribution company about this net metering issue.	
8	State whether each net metering facility would be interconnected on a single-phase circuit or a three-phase circuit.	
9	If applicable, provide a detailed narrative for how your request meets the “good cause” requirements for an exception. View the good cause standard here (see pages 5-6). Petitioners seeking an exception to the Single Parcel Rule or Subdivision Rule must answer this question.	

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III. FACILITY SPECIFIC INFORMATION

Question Number	Question	Page Reference in Petition
10	Provide the full street address for each net metering facility.	
11	Provide each net metering facility nameplate capacity in kilowatts alternating current (“AC”).	
12	Indicate whether the net metering facility is ground-mounted, rooftop-mounted, or otherwise configured.	
13	Indicate the host customer of each net metering facility.	
14	Indicate the owner of each net metering facility.	
15	Indicate the offtaker(s) of each net metering facility. If there are multiple offtakers, indicate what percent of the credits generated will be allocated to each offtaker.	
16	Provide the expected annual output of each net metering facility in kilowatt-hours (“kWh”).	
17	Provide the yearly energy consumption for each of the previous three full calendar years (e.g. 2016, 2017, and 2018), in kWh, for the meter behind which each net metering facility will tie.	

IV. ATTACHMENTS AND DOCUMENTATION TO INCLUDE

Question Number	Question	Attachment Reference
18	Provide direct testimony or an affidavit from the petitioner or supporting witness(es). View sample affidavit language . ¹	
19	If petitioning for an exception from either the Single Parcel Rule or the Subdivision Rule, provide a copy of the most recent deed recorded in the Registry of Deeds .	
20	If petitioning for an exception from either the Single Parcel Rule or the Subdivision Rule, provide a copy of a plan, if filed, depicting the parcel boundaries for the property on which each net metering facility would be located. Provide any other relevant documents filed.	
21	If petitioning as an entity, such as a developer, organization, or limited liability company, provide an appearance of counsel. Individuals such as homeowners are not required to be represented by an attorney.	
22	If petitioning to have net metering facilities on two (or more) parcels of land, provide a drawing that illustrates the relationship between the proposed net metering facilities and the parcel boundaries as reflected in the relevant Registry of Deeds documents. The drawing should include at a minimum: the (1) solar arrays, (2) inverters, (3) meters, and (4) interconnection point(s).	

¹ The Department’s regulations require written testimony and discovery responses to be authenticated by an affidavit. 220 CMR 1.10(4).

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V. PETITION FOR AN EXCEPTION TO THE SINGLE PARCEL RULE

Question Number	Question	Page Reference in Petition
23	Identify whether each of the net metering facilities would be on a single parcel of land.	
24	If the net metering facilities will be located on more than one parcel of land, list the steps taken, if any, to merge the parcels of land, including any relevant dates. If no steps have been taken, explain why the petitioner has not considered merging the parcels of land.	
25	Describe in detail all the reasons why the petitioner cannot comply with the Single Parcel Rule.	
26	To the best of your knowledge, explain whether development of the net metering facilities would have any adverse impacts on others.	
27	Describe whether operation of the net metering facilities would further the Commonwealth’s public interest.	
28	Discuss whether the petitioner could achieve the desired behind-the-meter load reduction by installing a qualifying facility. 220 CMR 8.00.	
29	Discuss whether the petitioner could generate alternative on-bill credits rather than net metering credits for this facility. 225 CMR 20.00.	

VI. PETITION FOR AN EXCEPTION TO THE SUBDIVISION RULE

Question Number	Question	Page Reference in Petition
30	Provide a detailed narrative for why the property boundaries of the parcel of land have changed.	