

Requirements for Roof Mounted PV Solar Permit

1. Application completed, signed and notarized. If signed by other than property owner, a letter of authorization from the owner is required.
2. Engineer or Architect notice of evaluation of roof structure.
3. Three (3) copies of specifications on panels, combiner and all equipment being installed and wiring diagram.
4. Copy of license and insurance certificates (worker's compensation, disability, and liability) for contractor.
5. Copy of electrician's license. (Required from combiner box on).
6. Site plan showing location of all equipment showing distances from property lines for any ground mounted equipment.
7. If on front or street facing roof, must have letter outlining non-feasibility of side or rear locations.

Please note that this application is ONLY for Roof Mounted PV Solar Systems.

Other requirements:

1. DC Conduit must be labeled every 10'.
2. Conduit must be 12" below roof in attic.
3. All disconnects must be labeled.
4. Battery backup system must be clearly identified.
5. Licensed electrician is required from combiner box on.
6. Main breaker panel must be labeled to show that building is equipped with a PV Solar System.