



ITEMS NEEDED FOR A PERMIT FOR A SOLAR SYSTEM INSTALLATION

- 1) An engineer letter showing that the existing roof structure will carry the weight of the solar system being installed.
- 2) Applicable codes that the systems are being designed for.
- 3) Information for the scope of work being done.
- 4) Sheet index showing what is on the plans and the page number.
- 5) Plot plan showing the overview of the home and the panel location.
- 6) The design criteria showing snow load (20 psf) and wind of (115 mph)
- 7) Provide a legend page showing the location for the solar panels and all equipment.
- 8) Attachment plans showing the rail location and the method of attachment of the rails.
- 9) Complete wiring diagram for the system.
- 10) General note sheet that provides site notes, structural notes, wiring and conduit notes, grounding notes and disconnection and overcurrent protection notes.
- 11) Warning label sheet showing all labels that will be used.
- 12) Solar panel information and data sheets.
- 13) Inverter information and data sheets.
- 14) Information on the system controller, battery and load controller along with all data for this equipment.
- 15) Information on the track system that is being installed and mounting clips.
- 16) The system is also to be installed per the 2019 RCO section 2301.
- 17) If solar in a ground mount system and building and zoning setbacks are to be followed.

THIRD-PARTY INSPECTION REPORT WILL BE GIVEN TO THE BUILDING OFFICIAL FOR A BUILDING FINAL.

- A) THE APPROVED THIRD-PARTY INSPECTOR MUST SIGN OFF ON THE STRUCTURE AND THE ATTACHMENT OF THE SOLAR PANELS AND ALL OTHER ATTACHMENTS.
- B) THE THIRD-PARTY INSPECTOR MUST SIGN OFF ON ALL ELECTRICAL WORK, WIRING AND INSTALLATION OF THE SOLAR SYSTEM.
- C) THE THIRD-PARTY INSPECTOR IS TO BE NABCEP (NORTH AMERICAN BOARD OF CERTIFIED ENERGY PRACTITIONER) CERTIFIED OR EQUIVALENT.
- D) IF THE THIRD-PARTY INSPECTOR IS NOT NABCEP CERTIFIED THE INSPECTOR IS TO PROVIDE THEIR QUALIFICATIONS TO THE CHIEF BUILDING OFFICIAL FOR APPROVAL.