EXPEDITED SOLAR PERMIT PROCESS FOR SMALL-SCALE ROOF-MOUNTED RESIDENTIAL AND COMMERCIAL SOLAR ELECTRIC

1. Property Owner:

Name _____

Mailing Address_____

Phone _____

Email _____

Property Address _____

Section Block Lot Number _____

2. Existing Use: (circle one)

Single Family   2–4 Family   Commercial   Other

3. Provide the total system capacity rating (sum of all panels)

Solar Electric System: _____kW–DC

4. Solar Installation Contractor and Electrician:

Name _____

Business Address _____

Contact Name and Phone Number _____

Installer License Number(s) Installer Email _____

Electrician Business Name _____Electrician License Number _____

5. What is the existing roofing material? _____

6. Provide method and type of weatherproofing for roof penetrations (i.e., flashing, caulk).

_____

_____

_____

7. Is the mounting structure an engineered product designed to mount solar electric modules? Yes No

If no, provide details of structural attachment in a letter certified by a design professional.

8. For manufactured mounting systems, provide the following information about the mounting system:

a. Mounting System Manufacturer _____

b. Product Name and Model Number _____

c. Total Weight of Solar Electric Modules and Rails _____ lbs._____

d. Total Number of Attachment Points _____

e. Weight per Attachment Point (c ÷ d) lbs. _____

f. Maximum Spacing Between Attachment Points on a Rail inches _____

(see product manual for maximum spacing allowed based on maximum design wind speed)

g. Total Surface Area of Solar Electric Modules _____(square feet)___

h. Distributed Weight of Solar Electric Module on Roof (c ÷ g) lbs./sf _____

9. Indicate quantity, brand, make and model of the:

Inverter(s):

Quantity	Make	Model

Modules:

Quantity	Make	Model

Please sign below to affirm that all answers are correct and that you have met all the conditions and requirements to participate in this expedited process.

_____
Property Owner's Signature   Date

_____
Solar Installation Contractor Signature   Date