

# Solar (Thermal/Photovoltaic) Checklist

Required Permit Applications: City of Live Oak Permit Application (Plumbing and/or Electrical checked)

- Construction Documents/Details
- Roof Plan – Scale drawing indicating the location of the solar panel's being installed on the roof
- Roof Warranty Notice for Residential or Commercial Roof (Whichever Applies)
- For Solar Thermal Systems
- Plumbing riser diagram showing the piping layout (type, size, and anchor details)
- Specification sheets, installations manual (if available) for all manufactured components including, but not limited to, solar panel, recirculation pumps, supporting frames and mounting.
- Provide the attachment details, flashing details, construction design for the unit and any supporting frame members (sealed by the appropriate design professional) for the Wind Zone, additional loading, and any site conditions.
- For Photovoltaic Systems:
- Electrical diagram showing PV array configuration, wiring system, overcurrent protection, inverter disconnect, grounding, required signed and AC connection to building.
- Specification sheets with listings of all components, installation manuals (if available) for all manufactured components including, but not limited to, PV modules, inverter(s), combiner box, disconnect, and mounting system.
- Provide the attachment details, flashing details, construction design for the unit and any support frame members (sealed by the appropriate design professional) for the Wind Zone, additional loading, and any site conditions.
- For battery backup systems, include a summary of all standby loads, including power ratings and estimated daily energy consumption for each load to show that inverter and battery selection will meet the standby needs.
- Electrical calculations showing that all wire sizing has been determined with proper ampacity, conduit fill and ambient derating factors.
- For Hybrid Systems (Combinations of both Photovoltaic System with Solar Thermal Systems): This type of system shall meet with permitting requirements for both items listed above. Choose one of the following:
- Florida Solar Energy Center (FSEC) System Approval Report – All solar systems drawings shall be accompanied with a FSEC Approval report **-OR-**
- Signed and Sealed Engineered Drawings.

*Every project is unique, so additional information may be requested*

- Contractors
- Solar Contractors (PV) may obtain the Plumbing or Electrical permit for the installation of either Solar Thermal or Photovoltaic systems.
- Plumbing Contractors may obtain the Plumbing permit for the installation of the Solar Thermal system.
- Electrical Contractors may obtain the Electrical permit for the installation of the Photovoltaic system.
  
- Inspections Solar Thermal
- Plumbing Permit • STS – Solar Attachment in Progress • P Plumbing Rough • P Plumbing Final Photovoltaic ♦ Electrical Permit Inspections • STS – Solar Attachment in Progress • ELE – Underground Electric (if applicable) • ELE Electrical Rough • ELE Electrical Final Contractor
  
- Notice of Commencement In accordance with Section 713.13 of the Florida Statutes, a Notice of Commencement (NOC) is required for the construction of, improvements to, alteration of or repair of real property. The Notice of Commencement must be recorded with Palm Beach County or in the Office of the Clerk where the real property is located. A Notice of Commencement is required to be submitted when the contract price is greater than \$2,500.00. A recorded and certified copy of the NOC can be submitted with the permit application

## Residential Roof Warranty Notification to Owner

Application number: \_\_\_\_\_

Property address: \_\_\_\_\_

Your contractor has applied for a permit to install a solar heating or photovoltaic system anchored to the roof structure of your home. As a condition of issuing such a permit, the City requires that you acknowledge that you are fully aware of the following issue: If your roof covering is under warranty – the warranty on the roof covering may be voided by the roofing firm that holds the warranty and/or the roof covering manufacturer if you permit anyone to penetrate the roof covering (as proposed by your contractor) without the consent of the warranty holder. You should read your roof covering warranty very carefully and/or contact the roofer that holds the warranty prior to initiating this work to make sure that you are not jeopardizing any remaining warranty on the roof covering. The roof warrantor may wish to coordinate the penetration work with the solar or photovoltaic contractor to preserve your warranty.

Please acknowledge that you have received and read this document by signing and dating this form below. Your contractor will need to submit this notification with the permit application. If you have any questions regarding this matter, please do not hesitate to contact us at 386-364-3736.

Print Homeowner's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Homeowner's Signature: \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by whom (check one) \_\_\_\_\_ is personally known to me or \_\_\_\_\_ has provided the following identification.

Notary Public's Signature: \_\_\_\_\_