RESIDENTAL SOLAR SUBMITTALS

This handout is a guide to help you prepare your permit application. Solar project submittals will require the following items to be accepted for review. Each project is unique and yours may have additional submittal requirements. Commercial projects require additional information. Check with a member of our staff to confirm which documents your project will need.

Roof Mounted Systems

1. Three (3) copies of a site plan showing all existing structures & identifying the building & roof surface on which the solar array is being mounted.
2. A single line electrical drawing, stamped by an electrical engineer, or signed by a C10 or the licensed installer along with their license number.
3. Two (2) copies of the cut sheets for all equipment being installed.
4. Two (2) copies of attachment details or chosen panel framing system.
5. Two (2) copies of signed & stamped structural calculations showing the roof can take the loads of the new solar system and the existing (or new) roofing material.

<u>OR</u>

Two (2) copies of sheets providing: type of wood, sizing, spacing & span of roof framing members to which panels are attached and the type of roofing material. (roof framing plan)

Ground Mounted Systems

1. Five (5) copies of a site plan showing all existing structures, leach fields, bodies of water, roadways, and the proposed location of the array. Show the connection & method of connection to the PGE service drop &/or structure.
2. Two (2) copies of a single line electrical drawing, stamped by an electrical engineer, or signed by a C10 or the licensed installer along with their license number.
3. Two (2) copies of the cut sheets for all equipment being installed.
4. Footing details and if applicable, signed structural calculations for array mounting system.
5. Residential Permit Application
6. Public Works Appendix A

Forms

☐ Project Design Detail Form
☑ Completed Application
☐ Agent Authorization Form

☐ Appendix A (Public Works Form)
☐ Scope of Work