Town of Babylon Department of Planning and Development Building Division

SOLAR PANEL PERMIT REQUIREMENTS FOR ONE AND TWO- FAMILY DWELLINGS

SOLAR PERMIT APPLICATION – completed, signed and notarized (make sure that you have the correct <u>mailing address</u> for the applicant, engineer/architect and builder). The Solar Permit application may not be used for any construction other than solar panel installation.

PLUMBING PERMIT APPLICATION – completed, signed and notarized by plumber when the solar panel installation includes plumbing work.

SURVEYS – THREE (3) PHOTO COPIES OF A SURVEY – Surveys must be complete, legible, full size and to scale. The surveyor's seal and the survey date and/or revision date must be on the survey. The distance from the nearest cross street must be indicated. When the survey does not indicate a current tax map number, a copy of a tax bill is required with the submission.

PLANS - TWO (2) SETS OF CONSTRUCTION PLANS. Plans must include:

- location of installation including street address, Suffolk County Tax Map #, and property owner's name
- sealed and signed by a NYS Professional Engineer (PE) or NYS Registered Architect (RA);
- design professional's address and contact telephone numbers;
- structural roof plan;
- solar panel load and total load on roof, indicate number of roof shingle layers;
- layout of solar panels including a minimum of 18"clear roof path along at least one side of the ridge and a min. 18" path from eave to ridge;
- mounting hardware and height above roof surface (maximum of 6");
- statement that the design complies with the 110 or 120 mph wind requirement, Residential Code of NYS 2010 and ASCE7-05.

ONE (1) **PHOTO COPY** of: all Certificates of Occupancy and/or letters of compliance, for all existing structures on premises.

WORKERS COMPENSATION AND DISABILITY – The only Certificate of Insurance forms accepted as proof of Workers Compensation from builder/contractor are: C-105.2 (9-07), SI-12, U26.3, GSI-105.2; Disability: db-120.1 or DB-155. The contractor must provide the town with liability insurance naming the Town of Babylon as additionally insured and Suffolk County as the certificate holder. In order to protect yourself and/or your property, you may also want to obtain a copy of the contractor's liability insurance and license.

NO ACCORD FORMS WILL BE ACCEPTED.

STATEMENT of estimated cost (materials and labor) for the solar panel installation.

FEE – Waived for residential solar installation as per Town of Babylon code, Chapter 89 Article X.

You must demonstrate compliance with all covenants and restrictions that are on the property. Example: If approval of a Property Owner's Association is required, you must submit the approval letter.

Fire Underwriters Certificate required before issuance of Certificate of Occupancy.

www.townofbabylon.com

DEPARTMENT OF PLANNING AND DEVELOPMENT

Ann Marie Jones, Commissioner **BUILDING DIVISION** · Timothy Besemer, Chief Building Inspector
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Long Island Unified Solar Permit Initiative

Solar Energy System Fast Track Permit Application

Requirements for Application Submittal

Before approval and issuance of permit(s) for a grid-tied Photovoltaic system (PV) or Residential Solar Hot Water system (RAHQ), the applicant shall submit:

- 1. Solar Energy System Fast Track Permit Application Requirements Checklist
- 2. Two (2)sets of plans which include:

Cover Sheet must include the following: (a) Project address, map, section, block and lot # of the property; (b) Owner's name, address, phone number, (c) Name and address and phone number of the person preparing the plans;

Sheet index indicating each sheet title and number;

Configuration diagrams prepared by a Professional Engineer or Registered Architect which are sketched (hand-drawn or better) as follows:

Roof Diagram depicting modules or collectors and racking configuration on designated surface (s) to scale and dimensioned. The diagram should include any 18" clearance/access required as noted in the Fast Track Permit Requirements Checklist criteria.

Equipment Location Diagram indicating the location(s) of the (1) modules or collectors; (2) main electrical service; (3) inverter(s); (4) the location of all equipment disconnects on the outside of the structure (i.e. A/C disconnect); (5) any interior equipment locations

One line standard electrical diagram

Property Survey (only if system is proposed for an accessory structure)

3. Solar Energy System Fast Track Permit Application Information Sheet

SOLAR ENERTY SYSTEM FAST TRACK PERMIT APPLICATION REQUIREMENTS CHECKLIST

This form may be used for planned Photovoltaic (PV) & Residential Solar Hot Water Panel (RSHW) installations that meet the following criteria (check one for each criterion): \square YES \square NO Solar installation is <u>not</u> subject to review by an Architectural or Historical Review Board \square YES \square NO Solar installation is to be mounted on a permitted roof structure of a residential building, or on a legal accessory structure. If on a legal accessory structure, a survey showing said structure is attached. □YES □NO The roof will have no more than a single layer of roof covering in addition to the solar equipment. (At its discretion, a municipality may waive this requirement.) Installation will be flush-mounted, parallel to and no more that 6" above the roof surface. □YES □NO \square YES \square NO An 18" wide clearing (free of solar equipment) will ne provided along at least one side of the roof ridge either on the same side as the solar equipment or on another side of the of

Solar Installa	ation Contractor Signature	Date		
Property Owner's Signature		Date		
□YES □NO	The mounting system has been approved for use in New Yorl Professional Engineer or Registered Architect.	k State by a licensed		
□YES □NO	The project will comply with current NEC requirements including Article 690 Solar Photovoltaic (PV) Systems			
□YES □NO	PV modules and combiner boxes are identified by the manufacturer for use in grid-tied PV systems.			
□YES □NO	The proposed equipment is certified under UL 1703 (PV) or has an OG-100 (RSHW) rating from the Solar Rating and Certification Corporation. Inverters used are listed on the NYS Public Service Commission list of type-based certified interconnection equipment.			
□YES □NO	The Solar Installation Contractor complies with all licensing and other requirements of the jurisdiction and is named on the pre-screened installer lists on the LIPA website.			
□YES □NO	Weight of the installed system will not exceed more than 5 lbs per square foot for photovoltaics and no more than 6 lbs per square foot for residential solar hot water.			
	ridge that does not have solar equipment on it. In addition, as solar equipment) will be provided from at least one eave or groof ridge clearing.	n 18" wide pathway (free		



Town of Babylon Department of Planning and Development - Building Division

Fast Track Building Permit Application for Residential Solar Energy System

Notary Public		Notary Public		
day of	, 20		day of	, 20
Sworn to before me this			Sworn to before me this	
Property Owner's Signature			Solar Installation Contractor Signature	
	Quality	IVIANC	Nodel	
	Quantity		Model	
Modules:				
			Model	
Inverters:			Mounting Method	
Mounting System:			Mounting Method	
			cluding manufacturer's specif	
system.	•		lress of a web-based version) t	C
structure can support	the additional g	ravity and wind	egistered Architect certifying I loads of the solar energy syst	tem.
5. What is the existing	ng roofing mater	ial?		
License Number (s) _				
Phone Number				
Contact Number				
Business Name & Ad	ldress			
4. Solar Installation C	Contractor			
PV System: De RSHW System:		gross area;	_ kBTU/day (Clear C) per SR	RCC OG-100 label(s).
3. Provide the total sy	stems capacity	rating (sum of a	all panels)	
2. Is this □a grid –tied One)	d photovoltaic (PV) or □ a Res	idential Solar Heat Water (RS	SHW) System? (Check
1. Property Address:				