

Requirements for Solar Panel Permit



Department of Buildings

A guide for the City of Mount Vernon



Solar Panels also known as PV Panel is a device that collects sunlight and converts it into electricity. A Building, electrical and Equipment permit is required prior to the Solar Panel Installation. The following must be met:

1. Submit drawings from a design professional (**list the size**)
2. Submit 3 applications
 - A. Equipment application
 - B. Electrical application
 - C. Building permit application
3. Insurances – Liability, Workers Comp. and Disability
4. License to work in Westchester
5. Electrical underwriter's application
6. Electrician's license and insurances
7. Letter of authorization from the property owner for both the electrician and the general contractor.

The plan examination requires the following:

- A roof top must be structurally capable of supporting the load imposed from the panels and the racking mounting the panels.
- 130 Miles per hour minimum wind speed required
- 30 pound per square inch minimum snow load required
- Roof or wall penetrations must be flashed and sealed to avoid leaks, insects or rodents from entry.
- The Solar system shall have the same fire classification as the roof assembly
- 3-foot-wide access pathways from the eave to the ridge of the roof
- 3 foot Setback
- Access point minimum 2
- Location of the rapid shutdown and Disconnect Devices
- Signage and labeling showing the electrocution and hazard from the PV system,

Panels shown from the street will be referred to the Architectural review board (ARB) A violation search from the Department of buildings will be required with the ARB application. A fee of \$125 for the search will be require.