

## **Miami Shores Village**

10050 NE 2<sup>nd</sup> Avenue, Miami Shores, FL 33138

Phone: 305.762.4867 Fax: 305.756.8972

### **Solar (Thermal/Photovoltaic) Checklist**

This application can be submitted online through our Electronic Plan Review System. Click [here](#) to see our Applicant Guide, showing you how submit any permit application online in Miami Shores Village. Permits shall be completed in 10 business days or less.

#### **REQUIRED PERMIT APPLICATIONS:**

Building permit Application (Plumbing, Zoning, Planning, Structural or Electrical checked)

#### **CONSTRUCTION DOCUMENTS/DETAILS**

**Roof Plan** – Scale drawing indicating the location of the solar panels installation on the roof

- **For Solar Thermal Systems:**

Plumbing riser diagram showing the piping layout (type, size, & 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 supporting 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 de-rating factors.

**For Hybrid Systems (Combinations of both Photovoltaic system with Solar Thermal Systems):**

This type of system shall meet the 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

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Signed and Sealed Engineered Drawings

**REVISIONS AFTER PERMITS ARE ISSUED**

- Submit only 1 copy of the sheets being revised (*Complete set not required*).
- Include a 'Revision Submittal Form', identifying the purpose of the revision and what is being revised.
- All revisions shall be identified and clouded.

## **CONTRACTORS**

**Solar Contractors (PV)** may obtain the Building permit in either Solar Thermal or Photovoltaic systems.

**Plumbing Contractors** may obtain the master permit in the Solar Thermal category.

**Electrical Contractors** may obtain the Electrical permit in the Photovoltaic category, being that a building contractor shall obtain the Building permit for the installation of the panels.

## **INSPECTIONS**

### **Solar Thermal**

Plumbing Permit

1. P PLUMBING ROUGH
2. P FINAL-PLUMBING

### **Photovoltaic**

Building Permit Inspections

1. BLDG ATTACHMENT
2. BLDG FINAL STRUCTURAL (*Called after all other permits are closed*)

*If utilized, Special Inspector Reports must be submitted to the Building Inspector prior to BLDG FINAL*

Electrical Permit Inspections

1. EL PHOTOVOLATIC RAIL BOND (**Must be called before the Solar Array is installed**)
2. EL SERVICE ROUGH
3. EL FINAL

Fire Permit Inspections (*If applicable*)

1. FIRE DEPARTMENT FINAL

Zoning Permit Inspections

1. ZONING FINAL (*May be called with the BLDG FINAL Inspection*)

### **Hybrid Systems**

See both lists above.

## **CONTRACTOR REQUIREMENTS**

Contactors are required to submit their license and insurance information to the Miami Shores Village

All Licenses and Insurances must be current and up to date at time of permit issuance.