



## RESIDENTIAL ROOF-MOUNTED SOLAR PANEL CHECKLIST

Community & Economic Development Department

321 E. 5th Street, Port Angeles, WA 98362  
360.417.4817 | www.cityofpa.us | permits@cityofpa.us

Project Address: \_\_\_\_\_

PV System Description: \_\_\_\_\_

Mfg. / Model # of Major Equip.: \_\_\_\_\_

### OWNER INFORMATION

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### ELECTRICAL CONTRACTOR INFORMATION

Name: \_\_\_\_\_ License: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### PROJECT DETAILS

Per WAC 51-51-2300, if the answer to the following questions is "yes" a building permit will be issued for simple (10-15kw output) PV systems without further engineering.

Section M2302.2.1 – Where solar panels are installed on roofs, the roof structure shall be deemed adequate to support the load of the rooftop if all of the following are met:

	<u>YES</u>	<u>NO</u>
1. PV system is designed and proposed for a single family or detached accessory structure	<input type="checkbox"/>	<input type="checkbox"/>
2. Will the photovoltaic panels and modules and supporting structure shall be constructed of noncombustible materials or fire-retardant treated wood equivalent to that required for the roof construction. The installation shall meet the requirements of the International Fire Code as amended by WA State. PV modules are listed and labeled with a fire classification in accordance with UL 1703	<input type="checkbox"/>	<input type="checkbox"/>
3. The PV system is designed for the wind speed of the local area and will be installed per the manufacturer's specifications.	<input type="checkbox"/>	<input type="checkbox"/>
4. The ground snow load does not exceed 70 pounds per square foot. The PV system is designed for the wind speed of the local area, and will be installed per the manufacturer's specifications.	<input type="checkbox"/>	<input type="checkbox"/>
5. Total dead load of modules, supports, mountings, raceways and all other appurtenances weigh no more than four pounds per square foot. Enter total dead load of system (lbs/ft2):	<input type="checkbox"/>	<input type="checkbox"/>
6. Supports for solar modules are installed to spread the dead load across as many roof-framing members as needed to ensure that no point load exceeds fifty (50) pounds. Modules are mounted no higher than 18" above the surface of the roofing to which they are affixed and do not exceed the highest point of the roof unless approved by the local jurisdiction.	<input type="checkbox"/>	<input type="checkbox"/>

**NOTE: If site inspection indicates a concern that the roof structure is not adequate to support the PV module(s), engineering may be required prior to final of the permit.**

Owner as defined by RCW.19.28.261: (1) Owner will occupy the structure for two years after this electrical permit is finalized. (2) Owner is required to hire an electrical contractor if above said property is for sale, rent or lease. Permit expires after six months of last inspection.

After reading the above statement, I hereby certify that I am the owner of the above named property or a licensed electrical contractor. I am making the electrical installation or alteration in compliance with the electrical laws, N.E.C., RCW. Chapter 19.28, WAC. Chapter 296-46B, The City of Port Angeles Municipal Code, and Utility Specifications and PAMC 14.05.050 regarding Electrical Permit Applications.

Date \_\_\_\_\_ Print Name \_\_\_\_\_ Signature ( Owner  Electrical Contractor / Administrator)

[Electrical Permit Applications may be submitted to City Hall or [electricalpermits@cityofpa.us](mailto:electricalpermits@cityofpa.us) or faxed to 360.417.4711]