

# Solar Panels

The following items must be submitted in order to obtain a Building Permit for Solar Panels:  
(Occasionally if there are unusual circumstances additional information may be required.)

*Incomplete Applications will not be processed until all items have been received.*

- Completed "BUILDING PERMIT APPLICATION INFORMATION" form
- 3 copies of a site plan and equipment layout:  
For Ground Mounted Arrays - Draw proposed Solar Panels on the survey or site plan with dimensions and show property lines, setbacks, accessory buildings, easements, walkways and a north arrow.
- 3 complete sets of working plans, to include North Arrow – System Overview
  - Footing and post details - show depth of post or footing. (if ground mounted)  
Note: Soil test information is required unless the load on supports is 1000 lbs./sq. ft. or less.
  - Total System Size noted on plans
  - Solar Module Model, Rating, Information
  - String Size
  - Racking System
  - Pitch of Array
  - Inverter Model
  - Array Azimuth
  - Ridge Height
  - Interconnecting Voltage
  - Compliance with 2015 IFC SECTION 605.11 as amended by NYS Supplement
- 3 copies of the Wiring Diagram
- 3 complete sets of product information, to include:
  - Inverter Information
  - Panel Information
  - Fastener/Deck Information
- Provide structural analysis under seal and signature from Engineer/Architect indicating the applicable code. This shall include information on the Basic Wind Speeds and Fastener Loads. If structural modifications are required provide appropriate plans. ***Analysis shall have an original stamp and signature.***
- Filing Fee equal to ½ the Building Permit Fee

Note: All electrical work performed within the Town of Amherst must have a permit and must be inspected, regardless of who performs the work. Electricians working in the Town must be licensed by the Town of Amherst.

***Work shall not begin until a Building Permit has been issued!***