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# ROOF TOP MOUNTED SOLAR SYSTEM CHECKLIST

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## 1. BUILDING DEPARTMENT REQUIREMENTS FOR ROOF TOP MOUNTED SOLAR SYSTEMS

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Room #212 Phone # (719)276-7460

- Evidence of Ownership – Most recent recorded deed.
- Plot Plan – Detailed plot plan of the roof top where the system will be installed, showing all dimensions & setbacks.
- Engineering & Installation Contract
- Construction Details/Design Details

### **Inspections:**

- **Anchor Inspection (prior to panel installation)**
- **Approved Final Electrical inspection by the State.**
- **Final Inspection on the structure, by our department.**

**\*\*Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared, signed and sealed by a Colorado registered design professional.\*\***



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# GROUND MOUNT SOLAR SYSTEMS

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## 1. PLANNING & ZONING REQUIREMENTS

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Room #210 Phone # (719)276-7360

- Evidence of Ownership – Most recent recorded deed.
- Address – Issuance of Address or Verified Address
- County Driveway Access Permit / State Highway Access Permit
- Plot Plan – Configuration of lot and all property dimensions. Location on lot & dimensions of all structures. Identify each structure as “existing” or “proposed.” Setback distances from proposed structures to all property lines and any existing buildings. Location and name of any public or private roads which adjoin property. Location that driveway enters property. North arrow. (2 Copies)

## 2. BUILDING DEPARTMENT REQUIREMENTS FOR GROUND MOUNT SOLAR SYSTEMS

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Room #212 Phone # (719)276-7460

- Flood Damage Prevention Permit – Only required if the property lies within a designated flood plain as determined by FEMA. A Flood Elevation Certificate is required to accompany the permit.
- A copy of the Engineering & Installation Contract
- Construction Details/Design Details
- If a battery storage system is proposed, additional information is required.
  - Foundation Design – May use our design on a non-heated, standard construction accessory building, **NOT TO EXCEED A 30 FT. WIDTH**. Any larger foundations, or non-standard construction will need to be prepared, signed and sealed by a Colorado registered design professional. (2 Copies)
  - Construction Details – May be prepared by the applicant. Details must identify structural components such as floor support beam sizes, floor joist size & spacing, wall stud size & spacing, header size for all openings, roof assembly components or engineering from truss manufactures, etc. (2 Copies)
  - Manufacturers Engineered Truss Design – Must be provided by a truss manufacturer. Must be signed & sealed by a Colorado registered design professional. (2 Copies)

**\*\*Where special conditions exist, the Building Official is authorized to require additional construction documents to be prepared, signed and sealed by a Colorado registered design professional.\*\***