

TOWN OF STONINGTON

Ground Mount ~ Roof Mount Photovoltaic Solar Installations

**CONNECTICUT STATE BUILDING CODE
APPLICATION FOR BUILDING PERMIT**

FOR OFFICE USE ONLY

DATE	ESTIMATED COST (LABOR & MATERIALS)			APPLICATION NUMBER:	
Bldg: _____	Electrical: _____	PERMIT FEE: \$ _____			OTHER FEES: \$ _____
PROPERTY LOCATION STREET ADDRESS				TOTAL FEE: \$ _____	
OWNER'S NAME (AS IT APPEARS IN LAND RECORDS)				Town Taxes/Sewer Use Paid:	
STREET				TOWN	STATE
HOME PHONE NUMBER				WORK PHONE NUMBER	FAX NUMBER
HOME IMPROVEMENT CONTRACTOR:				LICENSE NUMBER	
ADDRESS:				TOWN	STATE
WORK PHONE NUMBER				MOBILE PHONE NUMBER	FAX NUMBER
ELECTRICAL CONTRACTOR:				LICENSE NUMBER	
ADDRESS:				WORK PHONE NUMBER	
DESCRIPTION OF WORK					
IS THE PROPERTY LOCATED WITHIN THE 100 YEAR FLOOD PLAIN? <input type="checkbox"/> YES <input type="checkbox"/> NO Flood Zone Designation <input style="width: 150px;" type="text"/> CERTIFICATION: <input type="checkbox"/> I AM THE OWNER OF RECORD OF THE NAMED PROPERTY OR <input type="checkbox"/> THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND/OR I HAVE BEEN AUTHORIZED TO MAKE THIS APPLICATION AS AN AUTHORIZED AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS, REGULATIONS, AND ORDINANCES. ALL INFORMATION CONTAINED WITHIN IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.					
PRINT NAME IN INK					
SIGNATURE (IN INK) OF OWNER/AUTHORIZED AGENT				DATE	
BUILDING OFFICIAL				COMPLETED APPLICATION RECEIVED DATE	

OFFICE OF THE BUILDING OFFICIAL

Town of Stonington

(860)535-5075 * fax (860) 535-1023

**INSTRUCTIONS
APPLICATIONS FOR PHOTOVOLTAIC INSTALLATIONS**

FORM: In order to enable us to respond to your request for a Building Permit, please complete the attached form in its entirety. Applicable Code publications are available for reference in the office of the local Building Official and at many larger public libraries.

ADDITIONAL INFORMATION REQUIRED WITH APPLICATIONS

1. ____ Zoning Approval/Permit: Short form can be used for roof mount installations
Full zoning application/approval needed for ground mount installations
2. ____ Copy of Home Improvement Contractor's CT License
3. ____ Copy of Electrical Contractor's CT License
4. ____ Location of existing septic system – for ground mount installations
5. ____ Completed CT Standardized Solar PV Permit Application Supplement
6. ____ Supporting Attachments as outlined on the Standardized Solar PV Permit Application Supplement
7. ____ All Town Taxes and Sewer Use Charges Paid to Date in accordance Town Ordinance

FEE SCHEDULE: \$10.00 for the first \$1,000. of the estimated cost of construction;
\$8.00 for each additional \$1,000. of estimated cost of construction.
(This does not apply to zoning permits)

Permit # [For Jurisdiction Use]: _____

CT Standardized Solar PV Permit Application Supplement

Please fill in the following information and submit ALL applicable attachments.

Date: _____

General Description of Solar PV Array: _____

System Size (kW DC): _____

Solar PV Mounting Information

Mounting Type (roof, pole, ground, other-specify): _____

Mounting System Manufacturer: _____

Product Name and Model #: _____

Building Information (For Roof-Mounted Systems Only)

Building Type (e.g. house, shed, barn, slab): _____

Building Height (in feet): _____

Is the building permitted? Yes No NA

If no, reason: _____

Electrical Description

Size (amps) and type (phase, voltage) of electrical service: _____

Amperage of main breaker: _____ Will the value of main breaker change? Yes No To: _____

Rated amperage of the bus bar in the main panel: _____

Type of interconnection (e.g. breaker-load side, supply-side interconnect): _____

Electrical panel location: _____

If load side interconnect, will solar intertie into a subpanel? Yes No

If yes, rated amperage of the subpanel bus bar? _____ Value of breaker protecting subpanel bus bar? _____

Attachments for application (See instructions on the next page. Example Attachments are available for download at www.energizect.com/sunrisene)

- 1. Additional Subcontractors and Information
- 2. One-Line Electrical Drawing
- 3. One-Line Site Plan Drawing
- 4. Attachment Details (Line Drawing)*
- 5. Solar PV Module Specification Sheets From Manufacturer
- 6. Inverter Specification Sheets From Manufacturer
- 7. Pole or Ground Mount Information (if applicable)*
- 8. Structural Review Worksheet (if applicable)
- 9. Additional Information for Large Solar PV Systems (as Specified by the Municipality)

*NOTE: Applicants should submit either Attachment 4 for roof-mounted systems OR Attachment 7 for pole/ground-mounted systems, not both.

Instructions for ATTACHMENTS to the Connecticut Standardized Solar PV Permit Application

Please Complete the Application Form (pages 1-2) and provide ALL applicable Attachments based on the below instructions and examples for Attachments 2-7. Attachment 8 is a Structural Review Worksheet to be used if applicable, provided as a separate form. Additional information required by a municipality for large solar PV systems can be submitted as a 9th Attachment.

Each Attachment—Subcontractor List, Drawings and Calculations—Must Include:

- Date
- Property Owner
 - Name
 - Address
 - Contact phone number
- Installation Company
 - Name of company and contact person
 - Address
 - Contact phone number
- Drawing number and Revision number or other control method
- Drawing designer

Attachment 1. Additional Subcontractor List (If Needed, as per Permit Application)

Attachment 2. One-Line Electrical Drawing Must Show:

- Size of electrical service
 - Size of Main Breaker
 - Size of Bus Bar (If Known)
- Type of electrical service
- If interconnection point is a subpanel
 - Size of Subpanel Main Breaker
 - Size of Subpanel Bus Bar (If Known)
- Nominal power of solar system (Watts)
 - DC Capacity: Nameplate "STC" Value of all panels, watts
 - AC Capacity: Total AC capacity of Inverters, watts
- Batteries (If Present): Type, Quantity, Nominal Voltage, Capacity kWh
 - H₂ mitigation methods (If Necessary)

(Attachment 2 continued)

- Interconnection method
 - Size of overcurrent protection
- Number, type and electrical configuration of solar panels
- Number and type of Inverters
- Values for source stickers: NEC 690.53; NEC 690.54 (Encouraged, Not Required)
- Wiring methods
 - Wire Type(s), Size
 - Conduit Type(s), Size
- Solar metering (If Appropriate)
- Electrical current contribution from all PV sources
- Electrical grounding details: Wire Type, Size, GEC

Attachment 3. One-Line Site Plan Drawing Must Show:

- Location of solar panels
- Location of Inverters and major equipment
- Location of roof obstructions (Vents, Chimneys, etc.)
- Location of Main Breaker Panel
- Location of Utility Meter
- Location of AC disconnect
- Location of batteries and/or charge controllers (If Appropriate)
- Location of solar metering (If Appropriate)
- Planned conduit path (Encouraged, Not Required)
- Gross dimensions of structure (If Appropriate)
- Approximate layout of building or other structure (If Appropriate)
- Property lines, zoning, and setback considerations (If Appropriate)
- Trenching details: Location, Depth and Length of Trench (If Appropriate)
- A notation indicating scale —or not to scale (Both are Acceptable)

Instructions for ATTACHMENTS to the Connecticut Standardized Solar PV Permit Application

Attachment 4. Attachment Details for Roof-Mounted Systems (Line Drawing) Must Show:*

- Racking System
 - Manufacturer of racking structure
 - Model
 - Type
- Flashing description
- Fastener detail
 - Type of fasteners, e.g. Lag Screws, Seam Clamps, Ballast
 - If Lag Screws include:
 - (1) Type (e.g. Zinc, Stainless steel)
 - (2) Size of Lag
 - (3) Depth of Thread Penetration
 - (4) Type of Sealant (e.g. caulk)
- Mitigation of Dissimilar Metals
 - Describe how any dissimilar metals will be isolated

Attachment 5. Solar PV Module Specification Sheets (provide PDF from manufacturer)

Attachment 6. Inverter Specification Sheets (provide PDF from manufacturer)

Attachment 7. Pole Mount or Ground Mount Information (if applicable):*

- Racking system
- Mounting specification sheets and details from manufacturer (PDFs)
- Manufacturer's Pre-Engineered Document or PE Stamp
- Code Compliance Manual (If Requested by Municipality)
- One-way distance from the Solar PV system to the interconnection point
- Electrical grounding details
- Height of solar PV system at maximum design tilt
- Applicable zoning information if not shown on site plan (e.g. setback from property line)

Attachment 8. Structural Review Worksheet (if applicable, see separate form)

- **NOTE:** This worksheet can be used by an installer to meet the requirements of a municipal building department if the department specifically authorizes its use for that purpose. It may also be used to supplement a structural review certification letter from a Professional Engineer, or for independent project purposes.

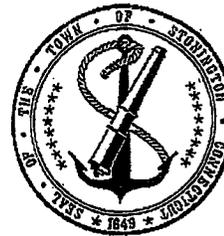
Attachment 9. Additional information required for larger solar PV systems

- This Standardized Solar PV Permit Application can also be used to permit larger systems. If your municipality requires additional information to permit larger systems, specify the information needed as a 9th attachment to the application.

***NOTE:** Applicants should submit either Attachment 4 for roof-mounted systems OR Attachment 7 for pole/ground-mounted systems, not both.

TOWN OF STONINGTON

Department of Planning
152 Elm Street
Stonington, Connecticut 06378
(860) 535-5095 • Fax (860) 535-1023



CERTIFICATE OF ACTIVITY COMPLIANCE WITH THE STONINGTON ZONING REGULATIONS

Applicant Name: _____
Contact Number: _____
Property Owner: _____
Project Location: _____
Map/Block/Lot: _____
Date: _____
Proposed Project: _____

The proposed building permit application involves activity that will not alter the use of the building, the footprint or floor area of the building, the number of bedrooms in the building, the number of dwelling units in the building, or the use of the property. I certify that the above information is true and that I have been authorized to sign on behalf of the property owner.

Applicant's Signature

The proposed project complies with the Zoning Regulations of the Town of Stonington and a Building Permit may be applied for. This approval is limited to the proposed project's compliance with the Zoning Regulations of the Town of Stonington, for the type(s) of projects listed above and may not be substituted for any dissimilar projects. This certification is not a valid Zoning Permit or Certificate of a property's zoning compliance.

Approved by:

Candace Palmer, CZEO
Zoning Enforcement Official

DATED

- ◆ THIS APPROVAL IS NOT VALID UNLESS SIGNED BY THE ZONING ENFORCEMENT OFFICIAL.
- ◆ THIS APPROVAL IS VALID FOR A PERIOD OF ONE (1) YEAR.