



**City of Naples - Building Department**

295 Riverside Circle | Naples, Florida 34102  
Phone: (239) 213-5020  
www.naplesgov.com

**SOLAR PV  
SOLAR, WATER HEATER & POOL HEATER  
PERMIT APPLICATION**  
Florida Building Codes, 7th Edition

**Job Information:** Permit Application #: \_\_\_\_\_

Tax/Folio#: \_\_\_\_\_ Legal Description: \_\_\_\_\_

Job Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

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

Contractor: \_\_\_\_\_ Email: \_\_\_\_\_

Est. Cost: \$ \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

Description of Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**SOLAR SYSTEMS PERMIT DOCUMENT GUIDELINES**

***Required for Photovoltaic & Solar Thermal Systems***

1. Provide a roof plan diagram showing all dimensions and the total area of the roof.
2. Show roof edges, walls, parapet walls, change of elevations, expansion joints, roof top equipment, etc. on the roof plan diagram.
3. Show the location on the roof where the solar system is to be installed. Include the size of the solar system and total area of the proposed system installed on the roof.
4. Provide the wind uplift zone (per ASCE-7) of the roof, the solar system is to be installed & the wind uplift pressure for that zone.
5. Provide the Perimeter Width (per ASCE-7) of the roof and /or roof section, the solar system is to be installed.
6. Provide the type of structural roof deck type on the building, the solar system is to be installed.
7. Specify condition of the roof assembly:
  - **New roof** (tied to a new construction master permit) **Separate roof permit required.**
  - **Re-roof** (replacing existing roof assembly) **Separate roof permit required.**
  - **Existing roof** (no change to roof assembly) **Fire Rating of the existing roof assembly shall be maintained.**
8. Specify the type of roof on the structure and the roofing material used for the roof assembly.
9. Submit roof clearance requirements for the proposed solar system.
10. Submit a detail of required roof penetration flashings.
11. Provide a Florida Solar Energy Center (FSEC) photovoltaic system certification approval form for the proposed solar system.
 

**NOTE: Photovoltaic Laminate Modules require a separate roofing permit for the installation of this product.**
12. Provide completed copy of owner's solar system disclosure form.

## **Structural Design Requirements for Solar Systems**

***Provide signed & sealed drawings & design calculations for the applicable requirements listed below:***

1. Provide documentation and/or verification that the exposed solar panel equipment meets wind load.
2. Provide documentation and/or verification the support framing meets both uplift and lateral forces.
3. Provide documentation and/ or verification the structure will accommodate additional dead loads.
4. Provide design of connections for the wind loads.

## **Electrical Design Requirements for Solar Systems**

1. Submit a complete Electrical Diagram:

***Designed in accordance to the NEC Article 690 Solar Photovoltaic Systems, in its entirety.***

2. Submit a floor plan showing location of all electrical equipment.
3. Submit load calculations.

***NEC 110.3(B) Installation and Use Listed or Labeled equipment shall be installed and used in accordance with any instructions included in the listing or labeling.***

***Electrical Engineer must sign and seal plans if:***

1. The system has a value of more than \$50,000
2. The system has an aggregate service of capacity of 600 amps (240 volts) or more for a residential electrical system
3. The system has an aggregate service of capacity of 800 amps (240 volts) or more for a commercial or industrial electrical system

## **Solar Water Heaters**

***System Components:***

1. Solar water heater: Submit FSEC approval/listing and system reference drawing
2. Solar water heater using a PV powered pump: Provide electrical listing for PV panel and pump
3. Solar swimming pool water heater: Provide manufacturer's selected system installation manual /detail and system specifications
4. Solar swimming pool water heater: Provide FSEC approval/listing and system reference drawing
5. Show water heater storage tank location on the floor plan
6. Show water heater storage tank relief line termination point
7. Show piping layout from solar collector to storage tank

### **Lot Data:**

**Lot width:** \_\_\_\_\_ ft. **Lot depth:** \_\_\_\_\_ ft. **Lot area:** \_\_\_\_\_ SF

### **Regulations and Information:**

- ~~1. Required plan size is 24" x 36" maximum, to scale, with a minimum scale of 3/16"=1'.~~
2. Work performed on sites located west of the Coastal Construction Control Line will require a Field Permit from the FL Department of Environmental Protection. A Coastal Construction Variance from the Natural Resource Manager may also be required.
3. Show All Property Lines and setbacks on the Site Plan.
4. The fee for this permit will be \$150.00 for the Building and \$125.00 for the Electric and \$125.00 for the plumbing. A plan review fee, equal to 20% of permit fees, will be due at time of application. If plan review fee is less than \$30.00, it will be collected at time permit is issued, or upon withdrawal. The plan review fee is not refundable, nor is it credited to any other fee. Initial Required Building & Fire Code Inspections: \$35.00 each inspection.
5. Owner-builder must sign an affidavit.
6. It is the Contractor's responsibility to contact the City of Naples Building Department when all final inspections are complete and obtain a Certificate of Completion.

**Prime Contractor Information:**

**Contractor:** \_\_\_\_\_ **State Cert/CC Comp Card #:** \_\_\_\_\_

**Job Representative:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Address:** \_\_\_\_\_

City State Zip

**Architect/Engineer:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

City State Zip

**Sub-Contractor Information:**

**Electrical:** \_\_\_\_\_ **State Cert/CC Comp Card #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Plumbing:** \_\_\_\_\_ **State Cert/CC Comp Card #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Pool:** \_\_\_\_\_ **State Cert/CC Comp Card #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Recorded Notice of Commencement must be posted if the project valuation exceeds \$2,500.00  
**WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT.**

**Contractor's Affidavit:**

I certify that all the foregoing information is accurate and that all work must be done in compliance with all applicable laws regulating construction and zoning. I understand **THERE WILL BE A FINAL INSPECTION** of the work permitted herein. Compliance will be strictly enforced. **No work whatsoever will commence until the Building Permit has been issued, and Posted on site.**

- The permit fee will be doubled if work is started without an approved permit.
- All Plans must conform to the Standards as set forth in 2020 FBC, 7th Edition, 2017 NEC, and The Manufacturer's Installation Guidelines.

\_\_\_\_\_  
Print Name of Qualifier

\_\_\_\_\_  
Signature of Qualifier

State of Florida

County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of \_\_\_physical presence or \_\_\_online notarization this \_\_\_ day of \_\_\_\_\_, 20\_\_\_ by \_\_\_\_\_, who is \_\_\_personally known to me or \_\_\_has produced \_\_\_\_\_ as identification.

(Seal)

\_\_\_\_\_  
Signature, Notary Public - State of Florida

\_\_\_\_\_  
Printed, Typed, or Stamped Name of Notary