

Solar

Permitting Documents:

- Permit Application Form

Plan Review Documents:

Solar Photovoltaic

- Site plan or aerial showing all property lines and setbacks
- Structural Plans
- Electrical Plans

Solar Water Heater/ Pool Heater

- Site plan showing all property lines and setbacks
- Structural Plans
- Plumbing Plans

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 & FBC R324) 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.

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.
- 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.
2. Submit a floor plan showing location of all electrical equipment.
 3. Submit Load Calcs and Riser Diagram
 4. Electrical Engineer must sign and seal plans if:
 - a) The system has a value of more than \$50,000
 - b) Plans that indicate an aggregate service capacity of more than 600 amps 240 Volts (Residential), or 800 amps 240 Volts (Commercial), shall be prepared by, and digitally signed by a Florida Registered Electrical Engineer.

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

Fees:

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.

Building Permit Fee Schedule-Muni Code- Appendix A 16-52

https://library.municode.com/fl/naples/codes/code_of_ordinances?nodeId=PTIICOOR_CH16COREPRM_ARE_ARTIAD_DIV2BUFE_S16-52PEFE

General Permitting Information:

1. All permit applications must be submitted electronically through the City of Naples public portal.
2. Other supporting documents including but not limited to, variances, conditional use permits, DRB approvals and GDSP's etc., may be required based on scope of work and location of the jobsite.
3. If ownership of the property has recently changed a recorded Warranty Deed must be submitted.
4. Owner Builder must sign an affidavit.
5. Private Provider projects must submit Notice to Building Official.
6. Drawings prepared by an Engineer require a 3rd Party verifiable digital signature. All other design professionals may self-sign.
7. Projects west of the Coastal Construction Control Line (CCCL) may require prior approval from DEP and the City of Naples Natural Resource Manager.

8. Bald Eagle Nesting season occurs October 1st through May 15th. It is illegal to disturb nesting Bald Eagles. Contractors must comply with all requirements of the U.S. Bald & Golden Eagle Protection Act.
9. If the scope of work includes the planting of trees and shrubs, alterations to or construction of any driveways or driveway aprons, or any other work in the City Right of Way (ROW), a right of way permit application must be submitted, and the \$150 Right-of-Way fee will be required prior to review.
10. If a new driveway is proposed, or an existing driveway will be altered, a driveway permit application will be required as well as a driveway diagram form.
11. All work performed in a Multi-Family building required an approval letter from the HOA.
12. An approved Tree Alteration Permit is required before altering, trimming, disturbing, or removing any city tree per Muni Code Chapter 38.
13. Check/verify deed restrictions based on location of the jobsite, association approval may be required.
14. Call 48 hours before you dig. Call Sunshine 1-800-432-4770. It's the Law in Florida.
15. Copies of plans approved by the City of Naples must be available to the inspector at all job sites when requesting inspections.
16. All Contractor Licensing registration for the City of Naples is maintained by Collier County Contractor Licensing. To register or update license/insurance information, please contact them at (239) 252-2431.
17. It is the responsibility of the contractor to obtain a Certificate of Occupancy or a Certificate of Completion by contacting the Building Department once all final inspections are complete.