



Solar Panel Permit Application Checklist

Development Services - **Building Division**

Revision: 1.0

I.D. Number: 052.0

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Required Permit Applications:

[Building Permit Application](#) (Solar Contractor)

[Building Permit Application](#) (Electrical)

Permit Review Stops:

Structural

Electrical

Zoning

Minimum Plan Submittal

Signed Contract between Contractor and Owner

Two (2) copies of Surveys or Site Plan showing the location and/or scope of work.

Two (2) sets of Plans, signed and sealed by a Florida licensed Architect/Engineer.

Two (2) sets Manufacturer's Specifications.

Two (2) sets Wind Load Chart or signed and sealed calculations.

Other Requirements & Information

[Contractor Registration Requirements](#) (if Contractor not registered with City)

[Owner/Builder Affidavit Packet](#) (if Owner/Builder)

[Notice of Commencement](#) (if job value over \$2,500, required before 1st inspection)

[Affidavit of Final Inspection](#) (from Contractor or Licensed Engineer)

Please note that this checklist is not intended to be all-inclusive.

Due to changes in codes, regulations, and ordinances, other requirements may apply.