



CENTERVILLE CITY
655 North 1250 West • Centerville, Utah 84014

SOLAR PERMIT APPLICATION

Building Department: 801-292-8232

Fax: 801-292-8251

Inspection Requests: 800-560-6151

24-HR ADVANCED NOTICE REQUIRED FOR ALL INSPECTIONS

ITEMS WITH ASTERISK (*) MUST BE FILLED OUT

*Date of Application		*Date Work Starts	Cost of Permit \$ 379.76 (NO CREDIT CARDS ACCEPTED)		
*Permit Type (Describe the Project) SOLAR PANELS <i>List number of panels here:</i> 					
*Must provide a Rocky Mountain Power Work Order Number for a Net Meter City Clearance (RMP work order number contact: 1-888-221-7070)					
*Bldg. Address			*What is the Dollar Value of Project? \$ _____		
Assessor's Parcel No.	*Property Location		<input type="checkbox"/> Minimum Setbacks <input type="checkbox"/> Approved Site Plan		
Total Property Area <input type="checkbox"/> Acres <input type="checkbox"/> Sq. Ft.		SETBACKS	ft. Front ft. Rear ft. Side ft. Side	HEIGHT	ft.
*Property Owner		*Phone	<input type="checkbox"/> Corner Lot <input type="checkbox"/> Manufactured Home		
*Mailing Address – City – Zip Code			Floodplain <input type="checkbox"/> Yes <input type="checkbox"/> No	Zone	
*Electrical Contractor		*Phone	*Contact Name: _____		
*Business Address – City – Zip Code		*State Contractor License No.	*Phone/Cell: _____		
			*Email Address: _____		

***CHECK ONE**

LICENSED CONTRACTOR DECLARATION

I hereby affirm that all work will be performed by contractors licensed under the Construction Trades Licensing Act (58-55, UCA) whose licenses are in full force and effect.

If contractors have not been selected at the time of the application for this permit, the permit is issued only on the condition that currently licensed contractors shall be selected by the applicant, that the applicant shall provide the names and license numbers of the contractors to Centerville City, and shall enter the same names and numbers on the permit before they begin their work.

OWNER-BUILDER DECLARATION (Submit Cert.)

I hereby claim exemption from the requirement for licensing under the Construction Trades Licensing Act (58-55, UCA) because work will be performed by the owner of the property for his/her private, non-commercial, non-public use. Any work not performed by the owner will be performed by a contractor licensed under the Construction Trades Licensing Act, and the names and license numbers of the contractors shall be provided to Centerville City, and shall be entered on the permit before their work has begun.



Centerville City Building & Safety Department

655 North 1250 West
Centerville, Utah 84014

Phone 801.292.8232 • www.centervilleut.net

Solar Array Permit Requirements

1. Submit a structural engineers letter that indicates existing trusses will support the loads from solar panels. **MUST INDICATE WIND LOADS OF 150 MPH**
2. Provide two complete sets of construction drawings, one line electrical diagram(s)
3. Roof layout and location of solar panels need to meet the clearance to peak, hips, valleys and pathways per 2012 IFC 605.11.3.2
4. Provide two complete sets of manufacture specs and system component information. Manufacture specifications are required for the following items:
 - Micro-inverters
 - Modules (panels)
 - Disconnect switches
 - Any new AC panelboards
 - Supporting racking system
5. Show any detached structure on the property if solar modules (panels) are to be installed thereon
6. As of November 1st, 2016, we request that all solar array installations be submitted to South Davis Metro Fire Agency for review and approval **PRIOR** to issuance of permits from Centerville City. **Email the installation plans to Amanda Mertens, Fire Inspector, amertens@sdmetrofire.org, 801-677-2400**
7. Reviews will be completed, in most cases, within 3 business days of submittal, pending no revision of the plans are necessary. After completion of the review, we will send out to the solar installation company, as well as the cities, a project clearance letter stating our approval.

The items we will be looking for on the reviews will be:

1. An aerial site plan, preferably a satellite image (google maps), of the structure,
2. Location of the panels on the structure including setback distances from the roof ridge, sides, and any roof projections (chimney, skylights, etc.),
3. The location of the main shut off for the array, including what identification signs will be used,
4. A description of the type of PV system being installed (a/c, d/c, grid-tie, battery, stand alone, etc.).

Please include, on the application the following:

1. Name of Project/Residence/Business
2. Physical address of project including which city it is in
3. Contact info for solar installation company including address, phone number, email address, name of designer, name of installer.