

**Town of Sewall's Point Building Department**

One South Sewall's Point Road

Sewall's Point, Florida 34996

Ph: 772-287-2455

**SOLAR ELECTRIC
PERMIT APPLICATION**

Permit #: _____

CONSTRUCTION UNDER THIS PERMIT SHALL BE DONE IN ACCORDANCE WITH FBC 2023 8TH EDITION AND NEC 2020

Site Address: _____

Legal Description: _____

Parcel ID: _____

Owner's Information

Name: _____

Email: _____

Phone: _____

Address: _____

Contractor's Information

Name: _____

Email: _____

Phone: _____

Address: _____

State License no. _____

Architect's/Engineer's Information

Name: _____

Email: _____

Phone: _____

Address: _____

State License no. _____

PROJECT INFORMATION☐ Residential ☐ Commercial

Description of work: _____

Type of system: ☐ Photovoltaic roof mounted panel _____ KW ☐ Building integrated photovoltaic _____ KW ☐ Solar thermal

*See checklist for additional requirements.

Total Valuation \$ _____

APPLICATION MUST BE SIGNED AND NOTARIZED BY THE CONTRACTOR AND OWNER_____
Contractor Signature Date_____
Print Name_____
Notary Public, State of Florida

STATE OF FLORIDA, County of _____

[NOTARIAL SEAL]

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_____
Owner or Owner's Authorized Representative Signature Date_____
Print Name_____
Notary Public, State of Florida

STATE OF FLORIDA, County of _____

[NOTARIAL SEAL]

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**NOTE: CONTRACTOR MUST SUPPLY A PROPER LADDER IF REQUIRED BY INSPECTION. A HOMEOWNER'S
LADDER CANNOT BE USED DUE TO INSURANCE LIABILITY.****NOTICE:** In addition to the requirements of this permit, there may be additional restrictions applicable to this property that may be found in the public records of this
county, and there may be additional permits required from other governmental entities such as water management districts, state agencies, or federal agencies



Building Department CHECKLIST FOR SOLAR ELECTRIC PERMITS

PERMIT APPLICATION – The following information must be completed on the permit application:

- For office use only - Permit number
- Site address
- Legal description
- Parcel ID
- Owner's information
- Contractor's information
- Architect/Engineer's information
- Commercial/Residential
- Type of system
- Valuation
- Notarized Contractor/Homeowner builder signature

PLANS AND DOCUMENTS – Provide 1 copy:

- Electrical diagram
- Original Plans with structural attachment details signed and sealed by a Florida licensed Architect/Engineer. (For photovoltaic roof mounted panels and solar thermal.)
- In addition to paper copies, one complete set of plans must be provided electronically on the online permit portal, for commercial projects.
- Sub-contractor permit applications for roof penetration, if applicable.
- Recorded Notice of Commencement for work valued at \$5000 or more. (NOC must be submitted to permitting prior to scheduling the first inspection.)
- ****If applying for the permit as a homeowner builder, a copy of the recorded warranty deed or property card showing homeowners name from the property appraiser's website must be submitted, along with HOB Affidavit. Homeowner must personally appear at the Building Department to have their signature notarized.**

NOTES:

- Electrical systems with a value of \$125,000 or less and; requires an aggregate service capacity of more than 600 amperes (240 volts) on a residential electrical system or 800 amperes (240 volts) or less on a commercial or industrial electrical system; shall be designed by a licensed professional engineer as required by F.S. 471.003(2)(h).

This checklist is intended for Building Department use only. Additional documents may be requested at any time during the permitting process. Any exceptions must be approved by a Supervisor.