

SOLAR PANEL SUBMITTAL AND CHECKLIST

Uniform Construction Code (UCC)

- ___ System Description
 - ___ Type of PV and Inverter
 - ___ How is it wired
 - ___ How is it mounted
- ___ Specification sheets for all equipment
 - ___ PV module
 - ___ Inverter
 - ___ PV mounting system
 - ___ AC & DC disconnect
 - ___ Combiner box
 - ___ Battery
 - ___ Charge controller
- ___ Mechanical drawings
- ___ Electrical drawings
- ___ Wind loading calculations
- ___ Weight of array
- ___ Structural information about roof
- ___ PV layout on roof
- ___ Rack drawing from manufacturer
- ___ Attachment plan
- ___ Attachment detail (if attaching to a truss it requires approval of a registered design professional)
- ___ electrical 3-line diagram

Is the array to be mounted on a defined, permitted roof structure? ☐ Yes ☐ No
If No due to non-compliant roof or a ground mount, submit completed worksheet for structure.

Roof Information:

1. Is the roofing type lightweight (Yes = composition, lightweight, masonry, metal, etc.) ☐ Yes ☐ No
If No, submit completed worksheet for roof structure (No = heavy masonry, slate, etc.)
2. Does the roof have a single roof covering? ☐ Yes ☐ No
If No, submit completed worksheet for roof structure
3. Provide method and type of weatherproofing roof penetrations (flashing, caulk) _____

Mounting System Information:

1. Is the mounting structure an engineered product designed to mount PV modules? ☐ Yes ☐ No
If No, provide details of structural attachment certified by a design professional.

2. For manufactured mounting systems, fill out information on the mounting system below:

- a. Mounting System Manufacturer _____ Product Name and Model # _____
- b. Total Weight of PV Modules and Rails _____ lbs
- c. Total Number of Attachment Points _____
- d. Weight per Attachment Point (b / c) _____ lbs (if greater than 45 lbs, see worksheet)
- e. Maximum Spacing Between Attachment Points on a Rail _____ inches (see product manual for maximum spacing allowed based on maximum design wind speed)
- f. Total Surface Area of PV Modules (square feet) _____ ft^2
- g. Distributed Weight of PV Module on Roof (b / c) _____ lbs/ft^2
If distributed weight of the PV system is greater than 5 lbs/ft^2 , see worksheet.

Ground Mounts:

- _____ PA One Call
- _____ Find customer-owned underground utilities (septic, phone, electric wiring (yard lights, pool, etc.), pool plumbing
- _____ Rack manufacturer can supply footer designs based on your soil conditions and wind zone.
- _____ For multiple ground-mounts, space them far enough apart to avoid shading each other.