

**ROOFTOP SOLAR PHOTOVOLTAIC SUBMITTAL  
CITY OF AUSTIN  
BUILDING CODE DIVISION**

JOB SITE ADDRESS \_\_\_\_\_

NAME OF BUILDING OWNER \_\_\_\_\_

JOB VALUATION \$ \_\_\_\_\_

	Name _____
<b>Installation</b>	Address _____
<b>Contractor</b>	City _____ State _____ Zip _____
	State License No. _____ Phone _____

**Electric Utility Information**

Who is the serving electric utility?  Austin Utilities  FMCS

In addition to required permits, you must submit an "Application for Installation of Customer Owned Grid Connected Electric Generating Systems" and receive approval from the appropriate utility.

**Structural Review of PV Installation Mounting System**

1. Is the solar installation to be mounted on pitched roof in good condition, without visible sag or deflection, no cracking or splintering of support, or other potential structural defect?  Yes  No

For truss systems, additional information may be needed on the truss' design loads.

2. Is the equipment to be flush-mounted to the roof (such that the collector surface is parallel to the roof)?  Yes  No
3. Is the roofing type lightweight  Yes (composition, lightweight masonry, metal, etc...) No
4. Does the roof have a single roof covering?  Yes  No
5. Provide method and type of weatherproofing roof penetrations (e.g. flashing, caulk). \_\_\_\_\_

If No to any of questions 1 -4 above, a study or statement regarding the proposed solar installation and all proposed structural modifications stamped by a Minnesota licensed/certified structural engineer may be required in addition to other information.

**Mounting System Information:**

6. Is the mounting structure an engineered product designed to mount PV modules with no more than an 18" gap beneath the module frames?  Yes  No

If No, provide details of structural attachment certified by a design professional.

7. For manufactured mounting systems, fill out information on the mounting system below:
  - a. Mounting System Manufacturer \_\_\_\_\_
  - b. Product Name and Model# \_\_\_\_\_
  - c. Total Weight of PV Modules and Rails \_\_\_\_\_ lbs
  - d. Total Number of Attachment Points \_\_\_\_\_

- e. Weight per Attachment Point (b÷c) \_\_\_\_\_ lbs
- f. Maximum Spacing Between Attachment Points on a Rail \_\_\_\_\_ inches (see product manual for maximum spacing allowed based on maximum design wind speed)
- g. Total Surface Area of PV Modules (square feet) \_\_\_\_\_ ft<sup>2</sup>
- h. Distributed Weight of PV Module on Roof (b÷f) \_\_\_\_\_ lbs/ft<sup>2</sup>

If distributed weight of the PV system is greater than 5 lbs/ft<sup>2</sup>, a study or statement demonstrating the structural integrity of the installation, or a statement stamped by a Minnesota licensed/certified structural engineer, may be required. Please contact the building official to determine additional information requirements.

---

Authorized Contractor/Agent/Homeowner

Electric Permit

Installation must meet National Electric Code and all work must be approved by State Electrical Inspector. (507-440-1433)

Building Permit Application

May be made by contacting the City of Austin Building Department at 507-437-9950.

Bolt Type – Contact Austin Building Department for the requirements for all ground mounted solar array.