Required Permit Applications (Must Select One of the Following Options)

➢ **OPTION 1**
  - Building Master Permit Application (Solar (CVC) Contractor) (Broward County Link)
  - Building Sub-Permit Application (Electrical (EC) Contractor) (Broward County Link)

** or **

➢ **OPTION 2**
  - Building Master Permit Application (Electrical (EC) Contractor) (Broward County Link)
  - Building Sub-Permit Application (Roof (CCC) or General (GC) Contractor) (Broward County Link)

Permit Review Stops (Your application will be reviewed by the following disciplines)

- Structural
- Electrical
- Zoning
- Fire (Commercial Only)

Minimum Plan Submittal (Electronic Submittals Only Require 1 Set of Documents)

- Job value must be listed on permit application (Itemized cost breakdown may be required)
- Two (2) copies of Surveys or Site Plan showing the location and/or scope of work (Survey can be requested from the city by submitting a records request)
- 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

Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.
Two (2) copies **Special Building Inspector Form** (for roof connections and sealings)
(MUST COMPLY with Sec. A.3 and Sec. C.3.; Certificate of Compliance, which must be submitted prior to the scheduling of the Final Building Inspection, **MUST STATE** “work was done, substantially in accordance with the applicable portions of the construction documents as delineated in the special inspector plan.”)

☐ **Special Building Inspector Certificate of Compliance**

**Other Requirements & Information**

☐ **Contractor Registration Requirements** (if Contractor not registered with City)

☐ **Owner/Builder Affidavit Packet** (if Owner/Builder)

* Florida Statute 489.103 [3] - A licensed electrical contractor must install the wiring of the solar panels, including any interconnection to the customer's residential electrical wiring.

* Florida Statute 489.103 [4] (c) - An owner must personally appear and sign the building permit application and must satisfy local permitting agency requirements, if any, proving that the owner has a complete understanding of the owner’s obligations under the law as specified in the disclosure statement in this section.

☐ **Notice of Commencement** (if job value over $2,500, required before 1st inspection) (Broward County Link)

- **Solar Contractors** (CVC) per FAC 61G4-15.021 are certified to do the complete installation of a PV system, including the roofing if needed, up to the power conditioner. Electric from the PV Power Conditioner to the existing power that serves the premises must be installed and permitted by a **Licensed Unlimited Electrical Contractor** (EC) from the State of Florida. A Solar Contractor does not need an Electrical Contractor if the system is free standing.

- **Electrical Contractors** (EC) per FS 489.505 (12) are permitted to do a complete Solar PV system except for the roofing; the roofing work, if any, must be permitted by a **Roofing Contractor** (CCC) or a **General Contractor** (GC).

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