

## **Solar Permit:**

**The attached Checklist is to assist you through the Building Permit Process**

**Please submit all of the following documents to start the Permit process**

**Email to: [inspector@enochcity.org](mailto:inspector@enochcity.org)**

- 1 set of Construction plans in PDF format
- Completed Building Permit Application
- Line Diagram
- Mounting System
- Spec sheets of all components
- Verify with the City Office for zoning and subdivision requirements
- Owner/Builder Certification signed and notarized

**Building permit must be paid and signed prior to work commencing**

**Enoch City**  
**Residential Solar Photovoltaic (PV) System**  
**Plan Submittal Checklist**

This checklist is only a basic list of items needed to begin a solar PV system plan review and is not all inclusive. Having all the items listed on this checklist does not guarantee a permit will be issued and any additional plans, information, and/or requirements may be requested or required by Enoch City at any time.

1. **Site plan:** A detailed site plan showing the location of the home, electrical meter panel, any back fed sub-panelboards, and all PV system components on the property is required.
2. **Mounting system:** Provide detailed information on the module mounting system and also the weight of all components on the roof. The support manufacture specs must also specify the required support spacing based on the local wind and snow loads. Note if the home roof rafters are engineered trusses or provide information on the type and size of the roof rafters if they are other than engineered trusses. Also note the type of the roof covering (shingles, metal, or tile) and how many layers of the covering there are. If the racking system has integrated grounding/bonding, please also provide spec sheets showing such.
3. **One-line diagram:** A detailed one-line diagram is required and must show: the type of PV system being installed (a single inverter system with one or more strings of modules connected in series, a micro inverter system, or an AC module system), the exact number and layout of modules and how they are connected together (in series or in parallel), all wire types, all wire sizes, conduit types and sizes, detailed info on the grounding wiring and connections, the locations of all circuits and system components on or in the house, and the ratings of all fuses or breakers.
4. **Elect. panel to be back fed:** Note which home electrical panel the PV system will backfeed and give the location and rating of that panel. Please provide pictures of the service panel with a picture of its interior label also. Please also provide photos of labels of any sub-panel that will be back fed.
5. **Module spec sheets:** Provide the PV module (solar panels) spec sheets showing the modules' STC rated watts (Pmp), volts (Vmp), amps (Imp), open circuit voltage (Voc), and short circuit current (Isc). Modules must be listed UL 1703.
6. **Inverter spec sheets:** Provide the inverter manufacture spec sheets showing the amount of watts and volts the inverter can safely handle, and also noting what the inverter's max rated AC output amps and voltage is. Utility tied inverters must be listed as "utility interactive" meeting UL 1741, and have ground fault protection.
7. **Total array power:** (This is not required for systems with micro inverters) Provide the total amount of watts, amps, volts, open circuit voltage (Voc at the coldest possible outside temperature-see NEC 690.7), and short circuit current that the array can produce.
8. **System components:** Provide information on the different types of components that will be used in the system and how they are to be installed. Also show that all equipment is listed and rated for the type of voltage (AC or DC), amount of voltage, and the amount of current that it could be subjected to.

# Solar Installer Checklist

1. Ensure that installer is able to conform to Rocky Mountain Power Policy 138, IEEE 1547 and UL 1741.
2. Ensure that customer of installer or installer has completed a Net Metering Application/Agreement, which is available at [rockymountainpower.net/netmetering](http://rockymountainpower.net/netmetering).

If you have any questions, call us toll free at 1-888-221-7070.

3. Have the customer of installer or installer submit an application and application fee, if required for your state. Rocky Mountain Power will review it and let the installer and/or the customer know if there are issues needing further study. The review period typically takes 30 business days.
4. After submitting and receiving a Confirmation of Receipt from Rocky Mountain Power, the installer submits for and obtains the necessary permits from local city, county or municipal jurisdiction where the solar system will be installed.
5. The customer and/or installer will receive approval from Rocky Mountain Power via email.
6. Install the project and have it inspected by the local authorities (city or county electrical inspector or other authority for your area).
7. The installer or customer of the installer submits an approved electrical inspection form from the local authority to Rocky Mountain Power.
8. Rocky Mountain Power will install a net meter within 10 days of receipt of the approved inspection.
9. Start generating electricity!



DEPARTMENT OF COMMERCE  
Division of Occupational and  
Professional Licensing  
Bureau of Investigation  
160 E 300 S  
PO Box 146741  
Salt Lake City UT 84114-6741  
Email to [jwoolf@utah.gov](mailto:jwoolf@utah.gov)  
Or Fax to 801-530-6301, Attn: Jody Woolf



OWNER/BUILDER CERTIFICATION  
and  
AGREEMENT TO COMPLY WITH THE  
CONSTRUCTION TRADES LICENSING ACT

- New Residential Construction**  
 **Remodel or Addition by Owner**

Name of Owner/Builder: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

LOCATION OF CONSTRUCTION SITE:

Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Lot No. \_\_\_\_\_

**CERTIFICATION**

I, \_\_\_\_\_, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

1. **For New Residential Construction Only.** I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.

**For New Residential and Remodel Construction:**

2. The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use:

3. I understand that work performed on the project must be performed by the following:

- a. myself as the sole owner of the property; or
- b. a licensed contractor; or
- c. my employee(s) on whom I have Workers Compensation Insurance coverage, on whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
- d. any other person working under my supervision as Owner/Builder to whom no compensation or only token compensation is paid; and

4. I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an administrative fine in the maximum of \$2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

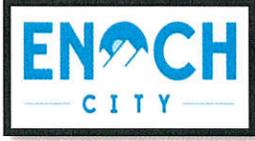
Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Signature of Owner/Builder

Subscribed and Sworn before me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_, in the County of \_\_\_\_\_ State of Utah.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public



## Solar Building Permit Application

Name of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### Job Address

Street Number: \_\_\_\_\_ Street Name: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Lot # \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

General Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Electrical Contractor: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ State License#: \_\_\_\_\_

Email \_\_\_\_\_

Applicants Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_