

Permit # [For Jurisdiction Use]: _____

CT Standardized Solar PV Permit Application Supplement

Please fill in the following information and submit ALL applicable attachments.

Date: _____

General Description of Solar PV Array: _____

System Size (kW DC): _____

Solar PV Mounting Information

Mounting Type (roof, pole, ground, other-specify): _____

Mounting System Manufacturer: _____

Product Name and Model #: _____

Building Information (For Roof-Mounted Systems Only)

Building Type (e.g. house, shed, barn, slab): _____

Building Height (in feet): _____

Is the building permitted? Yes No NA

If no, reason: _____

Electrical Description

Size (amps) and type (phase, voltage) of electrical service: _____

Amperage of main breaker: _____ Will the value of main breaker change? Yes No To: _____

Rated amperage of the bus bar in the main panel: _____

Type of interconnection (e.g. breaker-load side, supply-side interconnect): _____

Electrical panel location: _____

If load side interconnect, will solar intertie into a subpanel? Yes No

If yes, rated amperage of the subpanel bus bar? _____ Value of breaker protecting subpanel bus bar? _____

Attachments for application (See instructions on the next page. Example Attachments are available for download at www.energizect.com/sunrisene)

- 1. Additional Subcontractors and Information
- 2. One-Line Electrical Drawing
- 3. One-Line Site Plan Drawing
- 4. Attachment Details (Line Drawing)*
- 5. Solar PV Module Specification Sheets From Manufacturer
- 6. Inverter Specification Sheets From Manufacturer
- 7. Pole or Ground Mount Information (if applicable)*
- 8. Structural Evaluation (if required by municipality). See page 3 for documentation requirements.
- 9. Additional Information for Large Solar PV Systems (as Specified by the Municipality)

***NOTE:** Applicants should submit either Attachment 4 for roof-mounted systems OR Attachment 7 for pole/ground-mounted systems, not both.

Instructions for ATTACHMENTS to the Connecticut Standardized Solar PV Permit Application

Please Complete the Application Form (page 1) and provide all applicable Attachments based on the below instructions for Attachments 1-8. Attachment 8 is a Structural Evaluation to be completed if required by the municipality. Additional information required by a municipality for large solar PV systems can be submitted as a 9th Attachment. Example Attachments (e.g. sample drawings) can be found at www.energizect.com/sunrisene.

Each Attachment—Subcontractor List and

Drawings —Must Include:

- Date
- Property Owner
 - Name
 - Address
 - Contact phone number
- Installation Company
 - Name of company and contact person
 - Address
 - Contact phone number
- Drawing number and Revision number or other control method
- Drawing designer

Attachment 1. Additional Subcontractor List (If Needed, as per Permit Application)

Attachment 2. One-Line Electrical Drawing **Must Show:**

- Size of electrical service
 - Size of Main Breaker
 - Size of Bus Bar (If Known)
- Type of electrical service
- If interconnection point is a subpanel
 - Size of Subpanel Main Breaker
 - Size of Subpanel Bus Bar (If Known)
- Nominal power of solar system (Watts)
 - DC Capacity: Nameplate “STC” Value of all panels, watts
 - AC Capacity: Total AC capacity of Inverters, watts
- Batteries (If Present): Type, Quantity, Nominal Voltage, Capacity kWh
 - H₂ mitigation methods (If Necessary)

(Attachment 2 continued)

- Interconnection method
 - Size of overcurrent protection
- Number, type and electrical configuration of solar panels
- Number and type of Inverters
- Values for source stickers: NEC 690.53; NEC 690.54 (Encouraged, Not Required)
- Wiring methods
 - Wire Type(s), Size
 - Conduit Type(s), Size
- Solar metering (If Appropriate)
- Electrical current contribution from all PV sources
- Electrical grounding details: Wire Type, Size, GEC

Attachment 3. One-Line Site Plan Drawing Must Show:

- Location of solar panels
- Location of Inverters and major equipment
- Location of roof obstructions (Vents, Chimneys, etc.)
- Location of Main Breaker Panel
- Location of Utility Meter
- Location of AC disconnect
- Location of batteries and/or charge controllers (If Appropriate)
- Location of solar metering (If Appropriate)
- Planned conduit path (Encouraged, Not Required)
- Gross dimensions of structure (If Appropriate)
- Approximate layout of building or other structure (If Appropriate)
- Property lines, zoning, and setback considerations (If Appropriate)
- Trenching details: Location, Depth and Length of Trench (If Appropriate)
- A notation indicating scale —or not to scale (Both are Acceptable)

Instructions for ATTACHMENTS to the Connecticut Standardized Solar PV Permit Application

Attachment 4. Attachment Details for Roof-Mounted Systems (Line Drawing) Must Show:*

- Racking System
 - Manufacturer of racking structure
 - Model
 - Type
- Flashing description
- Fastener detail
 - Type of fasteners, e.g. Lag Screws, Seam Clamps, Ballast
 - If Lag Screws include:
 - (1) Type (e.g. Zinc, Stainless steel)
 - (2) Size of Lag
 - (3) Depth of Thread Penetration
 - (4) Type of Sealant (e.g. caulk)
- Mitigation of Dissimilar Metals
 - Describe how any dissimilar metals will be isolated

Attachment 5. Solar PV Module Specification Sheets (provide PDF from manufacturer)

Attachment 6. Inverter Specification Sheets (provide PDF from manufacturer)

Attachment 7. Pole Mount or Ground Mount Information (if applicable):*

- Racking system
- Mounting specification sheets and details from manufacturer (PDFs)
- Manufacturer's Pre-Engineered Document or PE Stamp
- Code Compliance Manual (If Requested by Municipality)
- One-way distance from the Solar PV system to the interconnection point
- Electrical grounding details
- Height of solar PV system at maximum design tilt
- Applicable zoning information if not shown on site plan (e.g. setback from property line)

***NOTE:** Applicants should submit either Attachment 4 for roof-mounted systems OR Attachment 7 for pole/ground-mounted systems, not both.

Attachment 8. Structural Evaluation (if required by the municipality)

- **NOTE:** If this Attachment is required by the municipality it must be submitted in a format accepted by the municipality (see two examples, listed below). Installers should contact the municipality's Building Department to determine what documentation will meet the municipality's Structural Evaluation requirements.

Two potentially acceptable formats are:

1. Structural Review Worksheet (available at www.energizect.com/sunrisene). This worksheet can be used by an installer to meet the Structural Evaluation requirements of a municipal Building Department if the department specifically authorizes its use for that purpose.

OR

2. Proof of a Structural Review performed by a Registered Design Professional (e.g. Professional Engineer).

Attachment 9. Additional information required for larger solar PV systems

- This Standardized Solar PV Permit Application Supplement can also be used to permit larger systems. If a municipality requires additional information to permit larger systems, they should specify the information needed as a 9th attachment to the application.



TOWN OF PRESTON
Building Department
 389 Route 2
 Preston, CT 06365

FOR TOWN USE ONLY	
Permit _____	
Completed Application Received	

Admin Assistant lpappas@preston-ct.org • 860-887-5581 x103 • Building Official lacombe@preston-ct.org • 860-887-5581 x130

Building Permit Application

New Construction
 Addition
 Renovation
 Residential
 Commercial
 Building site address _____ Lot/Map # _____
 Is above address within an Historic District area? Yes No
 Within the floodplain? Yes No

Property Owner Information	Applicant Information (if different than Owner)
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Name _____	Name _____
Address _____	Address _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____
Day phone _____ Cell _____	Day phone _____ Cell _____
E-mail _____	E-mail _____

Contractor	License #	Expiration Date
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Project Information

Describe proposed work: _____

Area of Project _____ sq.ft. Building Area _____ sq.ft. Building Height _____ ft. # of stories _____

Check for associated trade permits: Plumbing Electrical HVAC Gas

Estimated Cost of Labor + Materials: _____

Signature of owner or authorized agent

The applicant certifies and agrees as follows: (1) I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent (2) that the information is correct; (3) that the project will comply with all regulations of the Town of Preston which are applicable hereto; (4) that they will only perform work on the above property specifically described in this application; (5) that they grant Town officials the right to enter onto the property for the purpose of inspecting the work permitted

Owner or Authorized Agent (print) _____

Signature _____ Date _____

Zoning Information

Application is hereby made for a Zoning Permit for the purposes described herein and shown on the accompanying plans.

Work is to commence no earlier than 7:00am Weekdays and 9:00 am Weekends.

Applicants for permitted residential dwellings or additions of such buildings shall submit a plot plan, **drawn to scale**, on a separate piece of paper. (See example provided as part of this application.)

Zoning Enforcement Officer Use Only

Approved _____

ZEO Signature _____ Date _____

A permit issued on the basis of this application certifies conformance with the Zoning Regulations of the Town of Preston

ZEO Comments: _____

Town Use Only

Valuation _____ Permit Fee _____ Education Fee _____

Total fee due _____ Payment received by _____ Date _____

Special Conditions if any _____



TOWN OF PRESTON
Building Department
 389 Route 2
 Preston, Connecticut 06365

FOR TOWN USE ONLY
 Permit _____
 Completed Application Received

Admin Assistant lpappas@preston-ct.org • 860-887-5581 x103 • Building Official lacombe@preston-ct.org • 860-887-5581 x130

Electrical Permit Application

All work must be done in accordance with the National Electric Code as adopted by the State of Connecticut.

New Construction Addition Renovation Residential Commercial

Property Location (Street Address) _____

Applicant _____ Related Building Permit # _____

Property Owner (if not the Applicant) _____

Address _____ Town/City _____ State _____ Zip Code _____

Phone _____ Work or Home (circle) Mobile _____

E Mail _____

Electrician's Name _____ License # _____

Address _____ Town/City _____ State _____ Zip Code _____

Phone _____ Work or Home (circle) Mobile _____

E-Mail _____

New Upgrade Cost of Installation (labor & material) _____
 Existing No Change to service, provide existing service size _____ Amps CRS # _____

	Qty		Qty		Size	Qty
Switches		Telephone Devices		Amp Service Equipment		
Receptacles		Fire Alarm Devices		Amp Service Conductors		
Wiring Controls - Burners		Security Devices		K.W. Surface Unit		
Medium Base Fixtures		Radio-TV		H.P. Garbage Disposal		
Mogul Base Fixtures		Intercom		K.W. Oven		
Fluorescent Fixtures		CATV		K.W. Dishwasher		
Mercury Vapor Fixtures		Vacuum Cleaner Outlet		H.P. Water Pump		
Paddle Fans		Thermostat		K.W. Water Heater		
Bathroom Exhaust Fan		HVAC Control		K.W. Heat Pump		
Rangehood Exhaust Fan		Elevator Cars		K.W. Electric Furnace		
Smoke Detectors (120V)		Misc		Amp Air Conditioner		

Description _____

Signature of Owner or Authorized Agent:

The applicant certifies and agrees as follows: (1) I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent (2) that the information is correct; (3) that the project will comply with all regulations of the Town of Preston which are applicable hereto; (4) that they will only perform work on the above property specifically described in this application; (5) that they grant Town officials the right to enter onto the property for the purpose of inspecting the work permitted

Print Name: _____ Signature: _____ Date: _____

Office Use Only

Valuation _____ Permit Fee _____ Education Fee _____

Total fee due _____ Payment received by _____ Date _____

Special conditions if any _____



Town of Preston - Building Department

389 Route 2
Preston, CT 06365

Building Official 860-887-5581 x 130
Administrative Assistant 860-887-5581 x 103

lacombe@preston-ct.org
building@preston-ct.org

Plot Plan

Many land use authorization or building permit applications for the Town of Preston require plot plans. This handout has been prepared to assist applicants in preparing plot plans. It lists the information that must appear on the plot plan and shows a sample plot plan for your reference.

What is a plot plan?

A plot plan is an accurate drawing or map of your property that shows the size and configuration of your property and the size and precise location of most man-made features (i.e., buildings, driveways, utility lines and walls or fences) on the property. Plot plans show both what currently exists on the property and what the desired physical changes are, that will change the physical appearance of the land and man-made features.

When do you need to draw a Plot Plan?

Plot plans are required to accompany most applications that change how the property will be used or that are needed in order to construct something on the property. For example, plot plans are required when you apply for:

- * Building permits to building an addition, construct a new structure, alter an existing structure or do other exterior work such as installing pools, sheds and decks.
- * A variance for Zoning Compliance
- * A change of use of the structure
- * Septic Design and/or revisions as mandated by the Sanitarian

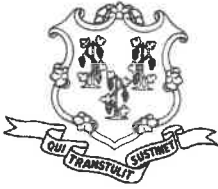
A plot plan is also helpful to have when you have questions about what you can and cannot do on your property. It will help Town personnel to see the specific and unique conditions of your site. They can then provide you with specific rather than general information. This is particularly important when what you are doing involves Zoning Compliance and Building Code requirements.

What does a Plot Plan show?

1. A plot plan must contain the following information:
2. Name and address of the owner of the property
3. Address of the property (if different from the owner's address)
4. The location and dimension of driveway (existing and proposed)
5. Identification of adjacent streets
6. Any easement that crosses the property or other pertinent legal features
7. A north arrow
8. Identification of the drawings scale (1/2" = 25')
9. The property lines and property dimensions
10. Locations, sizes and shape of any structures presently on the site and proposed for construction
11. Dimensions showing: front, side and rear yard setbacks, size of structure, porches, pools and decks
12. Creeks, shoreline, drainage ditches
13. Contour lines as may be required

How to prepare a simple Plot Plan

- Step 1- Access the Preston GIS website and search for your property (http://www.prestongis.com/ags_map)
- Step 2- Search for your property and from there you can print a quick map to scale
- Step 3 - Verify that all of the man-made structures are noted as listed above
- Step 4 - Add/Draw onto the map the proposed structures (to scale) and include the relevant dimensions to the new structure(s)
- Step 5 - Make at least two copies to drop off with your application



State of Connecticut
Workers' Compensation Commission

DIRECTIONS for FILING FORMS 7A, 7B and 7C

Rev. 3-17-2006

7A - 7B - 7C
DIRECTIONS

Section 31-286b of the Workers' Compensation Act requires anyone who requests a building permit to first submit "proof of workers' compensation coverage for all of the employees who are engaged to perform services on the site of the construction project for which the permit was issued.

The only exceptions to this law are the sole proprietor or property owner who will not be acting as general contractor or principal employer.

What to give to the Building Official to obtain a Building Permit:

- 1. The General Contractor or Principal Employer must provide a written certificate of workers' compensation insurance for all of the employees on their project. This certificate may not be for liability, disability or any other type of insurance.
2. The Sole Proprietor or Property Owner who will not act as a general contractor or principal employer is not required to have workers' compensation coverage. In order to obtain the building permit, a FORM 7A should be completed and given to the building official.
3. The Sole Proprietor or Property Owner who will act as a general contractor or a principal employer must provide a written certificate of workers' compensation insurance for all of the employees on their project and must file a FORM 7B with the building official - OR he will sign a sworn notarized affidavit on FORM 7B, stating that he will require proof of workers' compensation insurance for all those employed on the job site.
4. The General Contractor or Principal Employer who has properly excluded himself from coverage using the appropriate WCC form (see NOTE below) must file the FORM 7C with the building official. This form certifies that they have properly excluded themselves, and attests that they will require proof of workers' compensation insurance from every employee that works on the designated job site.

NOTE: The general contractor or principal employer may exclude himself from workers' compensation coverage by filing one of the following forms with the appropriate Workers' Compensation Commission district office:

- Form 6B for employees who are Officers of a Corporation or Managers / Members of an LLC
Form 6B-1 for employees who are Members of a Partnership



State of Connecticut
Workers' Compensation Commission

Please TYPE or PRINT IN INK

7A

Proof of Workers' Compensation Coverage When Applying for a Building Permit for the Sole Proprietor or Property Owner who WILL NOT act as General Contractor or Principal Employer.

APPLICANT FOR BUILDING PERMIT

Name of Applicant for Building Permit

Property located at

In the City/Town of

Preston, Connecticut

ATTEST

If you are the owner of the above-named property or the sole proprietor of a business doing work on the site of the construction project at the above-named property and you WILL NOT act as the general contractor or principal employer, you must provide proof of workers' compensation insurance coverage for all employees.

Complete this form and, if applicable, sign the Affidavit below in the presence of a Notary Public or a Commissioner of the Superior Court.

CHECK ONE (1) BOX ONLY and complete the following:

- I am the OWNER of the above-named property. I WILL NOT act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the above-named property.

Signature of OWNER Applicant

- I am the SOLE PROPRIETOR of a business doing work at the above-named property. I WILL NOT act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the abovenamed property.

Name of Business—if applicable

Federal Employer ID# (FEIN)—if applicable

Signature of SOLE PROPRIETOR Applicant



Please TYPE or PRINT IN INK

Proof of Workers' Compensation Coverage When Applying for a Building Permit for a Sole Proprietor or Property Owner who WILL act as General Contractor or Principal Employer.

APPLICANT FOR BUILDING PERMIT

Name of Applicant for Building Permit _____

Property located at _____

In the City/Town of Preston, Connecticut

ATTEST

If you are the owner of the above-named property or the sole proprietor of a business doing work on the site of the construction project at the above-named property and you WILL act as the general contractor or principal employer, you must provide proof of workers' compensation insurance coverage for all employees.

Complete this form and, if applicable, sign the Affidavit below in the presence of a Notary Public or a Commissioner of the Superior Court.

CHECK ONE (1) BOX ONLY, provide the appropriate information, and sign:

I am the **OWNER** of the above-named property. I WILL act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the above-named property.

Signature of OWNER Applicant _____

I am the **SOLE PROPRIETOR** of a business doing work at the above-named property. I WILL act as the general contractor or principal employer and, as such, will submit proof of workers' compensation insurance coverage for all employees who are doing work on the site of the construction project at the abovenamed property.

Signature of SOLE PROPRIETOR Applicant _____

I am the **OWNER** of the above-named property or the **SOLE PROPRIETOR** of a business doing work at the above-named property. I will not personally submit proof of workers' compensation insurance coverage, but I will attest to the statement at the end of the page:



Please TYPE or PRINT IN INK

Proof of Workers' Compensation Coverage When Applying for a Building Permit for the Sole Proprietor or Property Owner who WILL NOT act as General Contractor or Principal Employer.

APPLICANT FOR BUILDING PERMIT

Name of Applicant for Building Permit _____

Property located at _____

In the City/Town of Preston, Connecticut

ATTEST

If you are the General Contractor or Principal Employer of a business doing work on the site of the construction project at the above-named property and you have properly excluded yourself from workers' compensation coverage by filing one of the appropriate forms listed below with the Workers' Compensation Commission, complete this form and, if applicable, sign the Affidavit below in the presence of a Notary Public or a Commissioner of the Superior Court.

FIRST — CHECK ONE (1) BOX:

I am: an Officer of a Corporation a Manager or Member of an LLC a Partner in a Business

THEN — CHECK ONE (1) BOX, provide the appropriate information, and sign the Affidavit at the end of the page:

I have filed the following certificate with the Workers' Compensation Commission:

Form 6B (for an Officer of a Corporation, a Manager of an LLC, or a Member of a Multiple-Member LLC)

Form 6B-1 (for a Partner in a Business)

AFFIDAVIT

I hereby swear and attest that I will require proof of workers' compensation insurance for every contractor, subcontractor, or other worker before he or she does work on the site of the construction project at the above-named property in accordance with Section 31-286b of the Workers' Compensation Act.

Signature of OWNER or SOLE PROPRIETOR Applicant _____

Name of Business—if applicable _____

Federal Employer ID# (FEIN)—if applicable _____

Subscribed and sworn to before me this _____ day of _____, 200 _____

Signature of Notary Public / Commissioner of the Superior Court _____