REQUIREMENTS FOR A SOLAR PHOTOVOLTAIC PERMIT

- Completed and signed Minor Solar Permit Application available on our website with the CT Standardized Solar PV Permit Application Supplement
- Copy of E1 Electrical license and Worker’s Compensation Certificate.
- Electrical Permit (not available online)
- Tax Collector’s sign off on Minor Solar Permit Application.
- Letter of authorization from homeowner or copy of signed contract.
- Ground and pole mounted systems require a separate site work application.

Overview of technical information required**

- Structural design/certification for roof mounted installations
- Electrical diagram/plan
- Site plan if ground or pole mounted
- Solar PV Module Specification Sheets
- Inverter Specification Sheets

**See more detailed requirements for submittal in the CT Standardized Solar PV Permit Application Supplement

Allow up to 5 business days for a plan review once all approvals and completed application are submitted to the Building Department.

Applications that require a site work approval must follow the sequence of Health, Wetlands and Zoning between the hours of 8-10am. See site work application above.

PERMIT APPLICATIONS CAN BE DOWNLOADED FROM OUR WEBSITE AND SUBMITTED IN PERSON BETWEEN 7:30 AND 12:00. APPLICANT MUST HAVE TAX COLLECTOR’S SIGN OFF PRIOR TO SUBMITTAL.

ALLOW 3 TO 4 DAYS LEAD TIME FOR INSPECTIONS