



Solar Permit Guidelines

Photovoltaic Systems

Building Permits are to be applied for using the City of Sanford online portal:
www.citizenserve.com/sanford

SUBMITTAL REQUIREMENTS

(The following paperwork shall be uploaded in .pdf format for review)

- Photovoltaic Permits are required to be submitted as a Building Permit (not Electric)
- Provide a complete basic roof layout indicating the proposed location and orientation of the solar panel array(s).
- Provide digitally signed and sealed engineering for the attachment of the solar photovoltaic system to the roof. Wind design data is required on the drawings per FBC 1603.1.4 to meet 139 mph ultimate design wind speed for risk category II buildings
- Provide the phase, voltage and amperage of the existing electrical service.
- Provide the support rail specifications and installation manual.
- Provide the power inverters specifications and installation manual.
- Provide copies of the photovoltaic module specifications and installation manual.
- Provide an electrical schematic drawing that includes the complete circuitry from the solar panels through the power inverter to the electrical service panel for the building including conductor types and sizes, conduit types and sizes, junction box type and sizes, the size/rating and location of all of the over current protection devices (e.g. fuses, circuit breakers), the rating and location of all of the disconnects and all bonding/grounding compliant with NEC article 690.
- An electrical permit submitted by a licensed electrical contractor is required for the portion of the electrical circuit from the supply side of the power conditioning unit through to the building's electrical service as required by Florida Administrative code 61G4-15.021(3)(d) which states "Solar photovoltaic systems. Solar contractors may install new or replace existing power and control wiring in photovoltaic (PV) source circuits, PV output circuits, battery storage system circuits, and power conditioning unit. In an interactive system that operates parallel with a primary source of electrical energy, this work is limited to the PV supply side of the power conditioning unit. In a stand-alone, or non-grid connected system, the work above-referenced shall be limited to the PV supply side of the power conditioning unit and shall not include wiring integral to the building premises. All work shall be done in accordance with the National Electric Code."

Please Note: The removal and reinstallation of solar panels will require a new permit, including new engineered plans.