



City of Fellsmere
22 S. Orange Street
Fellsmere, FL 32948
(772) 571-9077 Phone
(772) 646-6355 Fax
(855) 445-7630 Inspection Line
www.cityoffellsmere.org

SOLAR PERMIT CHECKLIST

Plans for a solar permit must include, but are not limited to the following information:

Completed permit application, must be signed by authorized person(s) and notarized.

Plan review fee is required prior to review.

Documentation that verifies the job value. (Signed contract between owner and contractor or a signed estimate.)

Two sets of plans.

Site specific signed and sealed plans from a Florida Licensed Engineer.

Wind Design Criteria indicated on the plans.

Indicate access points, pathways and set-back information.

Engineer must evaluate the roof and state on the plans that the roof is capable of supporting the weight of the PV System.

Indicate on the plans that the PV Panels are listed to UL1703.

Complete electrical details for the PV installation.

If it is a ground mounted system, a legible survey or site plan showing the location of the PV system and indicate distances from structures and property lines. (The application will be routed to the City Planner for the zoning review and approval.)

A recorded Notice of Commencement (NOC) is preferred to be submitted with the application for permit, however it must be submitted prior to first inspection if the construction value exceeds 2,500.00.

Commercial solar applications also require a review and inspection by the Fire Inspector.

After the permit has been issued and the rooftop solar system as been installed, the applicant must submit the Solar Panel Roof Attachment Affidavit prior to requesting the final inspection.