

Fairfax Fire Department  
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## Solar PV System Installation Checklist Instructions for Completing Checklist

### Property / Owner Information

- Provide information regarding the owner of the property, where Building Mounted Solar PV System will be installed

### Solar PV System Installer Information

- Provide Installing company's name, address, phone number, & email
- Provide all Certification and/or State ID #'s associated with Installing Company
- Provide the weight per sq. ft. of the panels being installed, and the number of panels being installed
- Indicate that plans detailing: Layout of array, setback measurements, & intended location of conduit has been provided. (No obstructions are permitted in pathways)

### Building Information

- Box 1 - Check box for pitched roof (any roof with a pitch less than 3:12 requires additional documentation)
- Box 2 - Provide roof pitch. If roof is less than 3:12 pitch and Engineer approved installation, check box to indicate that documentation has been included with checklist.
- Box 3 – Check box if roof is shingled (note that if more than 1 layer of shingles is on roof, an Engineer must determine that installation does not exceed load limits)
- Box 4 – Check appropriate box to indicated the number of layers of shingles, if more than 1, indicate the number of layers, and check box to indicated documentation from Engineer are included with checklist.
- Box 5 – If roof is metal check box, and indicate if roof is standing seam or corrugated.
- Box 6 – If roof is metal, Check box to indicate which metal roof is clad with.
- Box 7 – Indicate type of mounting system that will be used, i.e. Mounting Block, Rack System, Metal Roof Seam Clamp, etc.
- Box 8 – Provide make and model of mounting system indicated in box 7
- Box 9 – Indicate if roof rafters were built in place with dimensional lumber, or if prefabricated Truss Rafters were used.
- Box 10 – Indicate roof deck material, i.e. 1/2" plywood, 5/8" OSB, 1" board- Closed sheathing (legacy construction material) etc.
- Box 11 – Installer must check box to indicate that "Eve-to-Ridge" and "Ridgeline" Pathways will be clear of all obstructions. (No conduit may be located within pathways)
- Box 12 – Installer must check box to indicated that due diligence was taken to verify that the installation of Solar Panels will not exceed the load limits of the roof system.

### Affirmation

- Indicate if person completing for is NABCEP Certified, or recognized by the State of VT as a "Trade Professional". If system is being installed by the Home Owner as a "Do it Yourself" project the Homeowner shall be responsible to complete this form.
- Printed name & signature of person completing form.