



Development Services Department

320 E Jefferson Blvd, Dallas TX 75203

(214) 948-4480

SOLAR WATER HEATER OR OTHER PHOTOVOLTAIC SYSTEM APPLICATION CHECKLIST AND REQUIRED DOCUMENTS (1 of 2)

By checking each requirement, you are stating that you have supplied correct and complete information. If the required information is not contained in the submitted documents, you will be notified of the deficiency. **Failure to supply the additional requested information may result in your application being delayed, denied, and eventually discarded.** A new application, complete plans, and a new checklist will be required for resubmittal for plan review. This resubmittal will be treated as new application and will be processed in the order of receipt.

GENERAL REQUIREMENTS

- 1. Type of application: Residential Commercial
- 2. Two sets of all construction documents and plans for the installation of the solar panel water heater or photovoltaic system has been reviewed or designed and sealed by a licensed professional engineer to comply with either Section R301.1.3 Dallas Residential Code or Chapter 16. Dallas Building Code.
- 3. Completed permit application(s) and supplemental information sheet, if required. Select one of the following:
 - A building permit and an electrical permit is required for flush-mounted or tilt-up photovoltaic systems. Separate applications are not required
 - Building, electrical, mechanical, and plumbing permits are required for solar water heater systems. Separate applications are not required
- 4. The applicant has verified that the proposed installation complies with any Zoning, Planned Development Districts, and Conservation Districts. Subject to plan review.
- 5. The applicant will comply with other restriction the City of Dallas may not enforce, such as private deed restrictions

RESIDENTIAL APPLICATION REQUIREMENTS

- 1. Solar panel application: General electric power Provide hot water Both
- 2. Two copies of equipment manufacturer’s installation instructions
- 3. Two copies of manufacturer’s installation instructions
- 4. Equipment must be listed and labeled
- 5. Number of solar panels to be installed _____
- 6. Location of solar panels. A site plan may be required (refer to commercial requirements): _____
- 7. A roof plan that shows the existing condition and location of proposed equipment
- 8. Building elevations showing the total building height with the proposed equipment
- 9. Engineered construction documents or sealed assembly/installation plans of the solar panel or photovoltaic system.
- 10. Three-line electrical diagram complete with calculation
- 11. Engineered construction documents of the solar panel or photovoltaic systems' connection to the structure of the building. Construction documents shall include, but are not limited to, framing plans, connection details to the building and any structural calculations or load diagrams
- 12. Is there a battery/energy storage system? Yes No
Total KWh of storage _____

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COMMERICAL APPLICATION REQUIRMENTS

- 1. Solar panel or photovoltaic system application: General electric power Provide hot water Both
- 2. Building code information about the solar panel or photovoltaic system will be attached to if applicable
 - Occupancy group _____ Number of stories _____
 - Construction type _____ Fire sprinkler systems (select for fully sprinkled buildings only)
- 3. Two copies of equipment manufacturer’s specifications and installation instructions
- 4. Three-line electrical diagram complete with calculations
- 5. Equipment must be listed and labeled
- 6. Number of solar panels to be installed _____
- 7. Location of solar panels: _____
- 8. Two (2) sets of fully dimensioned construction plans of the following drawn to scale and legible
 - A detailed site plan that shows all property lines indicating length, metes and bounds, building lines easements and north arrow. Also, show the location of all existing structures and proposed solar system equipment
 - A roof plan that shows the existing mechanical and plumbing venting and intakes, and location of proposed equipment
 - Building elevations showing the total building height with the proposed equipment
 - Engineered construction documents or sealed assembly/installation plans of the solar panel or photovoltaic system
- 9. Is there a battery/energy storage system? Yes No
Total KWh of storage _____

Notes: All documents submitted for review must have a minimum text size of 3/32” and a minimum drawing sheet size of 11” x 17” and a maximum drawing sheet size of 36” x 48”, “E” size.

Additional information required by the Building Official may be necessary for the issuance of the permit (Ordinance no. 26029).

ACKNOWLEDGEMENT

I, _____ have read the above information and acknowledge that all required documents have been provided.
Please Print

Signature _____ Date: _____

Please note that staff cannot accept incomplete applications or illegible construction documents

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