



SEMINOLE TRIBE OF FLORIDA
TRIBAL INSPECTOR' DEPARTMENT
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SOLAR SUBMITTAL CHECKLIST

(Solar Thermal or Solar Photovoltaic)

Complete the Building Permit Application (MUST be signed and notarized)
Submit set of digital drawings

Please be aware that, since every project is unique, there may be some situations where you will be asked to provide additional information.

REQUIREMENTS

Required Permit applications:

- Solar Thermal:
 - Building
 - Plumbing

- Photovoltaic:
 - Building
 - Electrical

- Hybrid Systems:
 - Building
 - Electrical
 - Plumbing

All drawings shall be dimensioned and drawn to scale.

Construction documents/ specifications:

- Solar Thermal:
 1. Plumbing riser diagram showing the piping layout.
 2. Specification sheets, installation manuals (if available) for all manufactured components including, but not limited to, solar panel, recirculation pumps, supporting frames and mounting.
 3. Provide the attachment details, flashing details, construction design for the unit and any supporting frame members (sealed by the appropriate design professional) for the Wind Zone, additional loading, and any site conditions.

- **Photovoltaic:**

1. Electrical diagram showing PV array configuration, wiring system, overcurrent protection, inverter disconnect, grounding, required signs and AC connection to building (see supplied standard electrical diagram)
2. Specification sheets, installation manuals (if available) for all manufactured components including, but not limited to, PV modules, inverter(s), combiner box, disconnect and mounting system.
3. Provide the attachment details, flashing details, construction design for the unit and any supporting frame members (sealed by the appropriate design professional) for the Wind Zone, additional loading, and any site conditions.
4. For battery backup systems, include a summary of all standby loads, including power ratings and estimated daily energy consumption for each load to show that inverter and battery selection will meet the standby needs
5. Electrical calculations showing that all wire sizing has been determined with proper ampacity, conduit fill and ambient derating factors.

- **Hybrid Systems** (Combination of both Photovoltaic system with Solar Thermal Systems)
This type of system shall meet the permitting requirements for both.

- **Roof Plan** – Digital roof plan indicating the location of solar panels installation

- **Florida Solar Energy Center (FSEC) System Approval Report** – All solar systems drawings shall be accompanied with a FSEC Approval Report (Solar Energy Standards Act of 1976 that governs the certification of solar energy systems manufactured or sold in Florida)

REVISIONS: (NOTE: In order to facilitate prompt review, revisions will be accepted only after all plans examiner have completed their review of the previous submittal.)

- Narrative – Identifying purpose of revision and what is being revised (attached to each set) on company's letterhead paper.
- Provide Case number or address of project.
- All revisions shall be identified and clouded.

CONTRACTORS

Each of these contractors may perform all work identified in their individual scopes of work including the installation of appurtenances, apparatus or equipment. However, such contractor shall subcontract all other work, which is specified as being the work in the trade of another contractor. In all cases, please refer to Florida Statutes 489 and any properly enacted local licensing laws.

- Solar Contractor (PV) may obtain the Building permit in either the Solar Thermal or Photovoltaic categories.
- Plumbing Contractors may obtain the master permit in the Solar Thermal category.

- Electrical Contractors may obtain the Electrical permit in the Photovoltaic category, being that a building contractor shall obtain the Building permit for the installation of the panels.

INSPECTIONS

Tribal Inspector's Department shall inspect all of Solar Thermal and Photovoltaic systems. More than one inspection may be performed during any inspection visit.

Solar Thermal:

- Building/ Structural/ Roofing - Final - An inspection affidavit is required from contractor or third party verifying connections.
- Plumbing - Final

Photovoltaic:

- Building/ Structural/ Roofing - Final - An inspection affidavit is required from contractor or third party verifying connections.
- Electrical - Rough and Final (Normally a final inspection can cover everything on a retrofit residential installation. These installations are often completed in a day. Rough inspection for new construction and larger jobs.)

Hybrid Systems:

Building/ Structural/ Roofing - Final - An inspection affidavit is required from contractor or third party verifying connections.

- Electrical - Rough and Final
- Plumbing - Final

THE FOLLOWING ITEMS ARE REQUIRED PRIOR TO THE ISSUANCE OF PERMITS

Contractor Requirements

- State of Florida Contractor's License.
- Proof of Worker's Compensation Insurance.
- Proof of Liability Insurance
- Competency Card (Specialty Contractor license).