



EDINA RESIDENTIAL BUILDING PERMIT APPLICATION CL08			
Application Submittal Requirements – Residential Solar PV Systems		2015 MRC R300, R301, R905.16. 2015 MFC. MEC.	
Inspections Department		 <small>approval</small>	
RSPVSCS	02/22/2019	09/01/2018	1 of 2
<small>policy number</small>	<small>revision date</small>	<small>effective date</small>	<small>page number</small>



Purpose: Establish submission requirements at the time of permit application to enable accurate, timely review.

Scope: All solar PV systems application submittals.

Permit Cost Calculator: [Residential Solar PV System Estimated Permit Fee.](#)

Instructions: A licensed design professional must check the items submitted in the space provided and include a copy of the signed form with all code required plan submittals. The Building Inspections Department can be reached at 952.826.0372 from 7:30 a.m. - 4:30 p.m., Monday through Friday.

Site Address: _____

Required for Approval	Check if Submitted	General Items
Yes	<input type="checkbox"/>	1. Check box for specific code section(s) being used: <input type="checkbox"/> Section R905.16 Photovoltaic modules/shingles.
Yes	<input type="checkbox"/>	2. Section R905.16 Photovoltaic modules/shingles provisions: <input type="checkbox"/> Section R905.16.1 Material standards. Shall meet UL 1703, provide listing. <input type="checkbox"/> Section R905.16.2 Attachment. Provide manufacturer's installation instructions. <input type="checkbox"/> Section R905.16.3 Wind resistance. Shall meet ASTM D3161. Shall comply with Table R905.2.4.1(2) Classification requirement: A, D or F.
Yes	<input type="checkbox"/>	3. Structural plans (if applicable). Show proof existing roof structure of wood-framed buildings is sufficient to handle the additional weight of solar PV systems. May use the standardized load table report (see References).
Yes	<input type="checkbox"/>	4. Residential ground-mount solar PV systems. Occupancy classification as IRC-4 accessory structures. Provide classification, design criteria and applicable loads per Section R300 and Section R301. Provide survey/site plan requirements also showing system location. Provide all structural elements of system: Footings, framing and material specifications. Provide manufacturer's installation instructions.
Yes	<input type="checkbox"/>	5. Completed contact list with names, phone numbers, email addresses and physical addresses of building owner, contractor, tenants and all design professionals.
Yes	<input type="checkbox"/>	6. Indicate residential solar PV system installation occurs in "front" of or "behind" the electric meter. Applicant must coordinate interconnection with local electric utility and provide proof of coordination. Edina is fully covered by Xcel Electrical Service Territory . Front METER Behind

Required for Approval	Check if Submitted	Plan Requirements
May be required - Check with Bldg Dept	<input type="checkbox"/>	7. All sheets are signed by the appropriate design professional.
Yes	<input type="checkbox"/>	8. Minnesota PE signed structural drawings required for all new live and dead loads imposed by the new solar PV systems on buildings and/or roofs per Section R802.10.4.

Yes	<input type="checkbox"/>	9. Name and address of building.
Yes	<input type="checkbox"/>	10. IRC occupancy classification. <input type="checkbox"/> IRC-1 Single-family dwelling <input type="checkbox"/> IRC-2 Two-family dwelling <input type="checkbox"/> IRC-3 Townhouses <input type="checkbox"/> IRC-4 Accessory structures. i.e. garages, sheds
Yes	<input type="checkbox"/>	11. Direction indicator (North, South, East or West) with arrow.
Yes	<input type="checkbox"/>	12. Scale on each plan and/or detail.
Yes	<input type="checkbox"/>	13. Location of PV components.
Yes	<input type="checkbox"/>	14. Survey/Site Plan Requirements .

<u>References</u>	
1.	The Minnesota State Building Codes
2.	Minnesota Electrical Code
3.	2015 Minnesota Fire Code
4.	Solar America Boards for Codes and Standards
5.	Revisor of Statutes, Minnesota Administrative Rules 1325.1100 Solar Energy
6.	Understanding the Cal Fire Solar Photovoltaic Installation Guideline

Plans may be reviewed and approved by the Planning, Trees, Fire and Building Inspections Departments. Turn-around time on plan review for residential solar PV systems will be no more than three business days after ePermit and Applicant Upload task in ProjectDox has been completed.

I acknowledge that the items checked on the list above are included on or with the submitted plans:

Permit Applicant Signature _____ Print Name _____
Work Phone _____ Cell Phone _____ Email _____
Company Name _____ Address _____ Zip _____
Date _____