

PERMIT SUBMITTAL REQUIREMENTS COMMERCIAL ALTERNATIVE ENERGY SOURCE

General Scope:

Commercial Generation system, Commercial Photovoltaics, Solar Installations

Examples of Types of Work:

- Generators
- Solar Water Heaters (Potable)
- Solar Pool Heaters
- Solar Photovoltaic Roof Mounted
- Solar Photovoltaic Ground Mounted

Documents Required

- Scope of Work (accurate detail of proposed project)
- Cover Sheet
 - Code summary (include code editions); building features (include type construction, occupancy, height stories, sprinkled, etc.)
 - Project narrative or description
 - Concrete Pad Plan (If Applicable)
- Site Plan must be submitted to include:
 - Project Address or Parcel Description
 - Locations of proposed structure(s), driveway(s), sidewalk(s), and utilities on site
 - Distances between proposed structures (s), existing structures, and property lines.
 - Flood Zone identification and flood demarcation line if the property is a mixed region
 - Existing conditions and associated site demolition/improvement plan
 - Easements
 - Site Utility Plan
 - Trees near proposed siting.
 - Location, species, and sizes of all trees.
 - Tree barricade locations and details.
 - Tree mitigation table
- **Digital Construction Plans** meeting plan review requirements – Signed & Dated by contractor or Engineer if required by Statue.
- Current Florida Building Code reference & Fire Prevention Code
- Electrical Riser Diagram
- Provide the attachment 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.
- Electrical diagram showing PV array configuration, wiring system, overcurrent protection, inverter disconnect, grounding, required signed and AC connection to building
- Specification sheets with listing all components, installation manuals (if available) for all manufactured components including but not limited to (PV modules, inverter(s), combiner box, disconnect, mounting system).

- 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.
- For battery backup systems, include a summary of all standby loads to show that inverter and battery selection will meet the standby needs.
- Electrical calculations showing that all wire sizing has been determined with proper ampacity, conduit fill and ambient derating factor

Manufacturer's Data

- Digital submittal of technical data on any manufactured system that is integral to the application.
- Construction Plans- Digitally signed and sealed plans by a Registered Design Professional. Plans must be designed in accordance with the current edition of the Florida Building Code, and it's referenced standards.
- Florida Energy calculations and Load calculations
- If the project is over \$5,000
 - [Notice Of Commencement](#) (must be notarized and recorded with [Clerk of Courts](#))
- Construction located in a [special flood hazard area](#) must comply with the requirements of floodplain construction

Common Reasons for Disapproval

- Plans not dimensioned
- Plans are not signed and sealed
- Contractor's information not current in the system
- Application missing complete owner information

Special Conditions requiring additional documentation:

- **Termite protection notes.** Example: Installation of the new footer to support load-bearing wall. In general, required when soil is disturbed/slab poured.
- **Florida Product Approvals.** Example: Required when the scope of work includes installation of exterior windows, doors, roof materials, siding, etc.
- **Exterior building architectural elevations.** Example: Scope of work alters exterior envelope of structure
- **Structural Design Criteria.** Example: Scope of work alters exterior envelope of structure (e.g., windows, doors, roof trusses).
- **Foundation plan, section, and details required**
- **Floor and roof framing plans, including section/details.** Example: Scope of work includes repair, replacement, or installation of floor/roof trusses.
- **Exterior and interior wall sections.** Example: Scope of work includes repair, replacement, or installation of exterior/interior walls
- **Location of equipment.** Scope of work includes replacement or installation of equipment such as HVAC, water heater, etc.

Tutorials, Helpful Videos & Reference Links:

Florida Building Code:

<https://floridabuilding.org/c/default.aspx>

Pasco Land Development Code:

https://library.municode.com/fl/pasco_county/codes/land_development_code

Apply for a permit in PascoGateway:

<https://aca-prod.accela.com/pasco/Default.aspx>