

PERMIT SUBMITTAL REQUIREMENTS RESIDENTIAL ALTERNATIVE ENERGY SOURCE

General Scope:

Installation or replacement of generators, Solar Photovoltaic Roof Mounted or Ground mounted

Examples of Types of Work:

- Water Heaters
- Solar Pool Heaters
- Solar Photovoltaic Ground Mounted (New install or Replacement)
- Solar Photovoltaic Roof Mounted (New install or Replacement)
- Generator (Above Ground or Below Ground Installation or replacement regardless of fuel type) NOTE: Generators located in a Flood Zone are required to be elevated to or above the Design Flood elevation and will require signed and sealed plans

Documents Required

****All the documents below must be submitted in an electronic format****

- Site Plans
- Construction plans signed & sealed, and manufacturers specifications
- Site Plans Including: generators & ground mounted solar shall include:
 - Indicate the location of the proposed scope of work and all existing structures on the parcel.
 - Project address, parcel number, relevant adjacent streets identified
 - North arrow
 - Relevant setbacks from proposed installation to all property lines and existing structures.
 - Provide easements & locate existing / new utilities
 - Trees
 - Depict any wetland present on property when applicable
 - Flood zone identification and demarcation line if a property is in a mixed region
 - Setbacks to any wetland delineation, flood zone delineation, or mean high water line for waterfront properties when applicable.

Note: For generator installation, specify the type of setting - such as slab, prefab pad, or stand.

- 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 its referenced standards
 - NOTE: The original plan set that was previously approved may be used for a remove and reinstall. If the layout changes from original design new plans will be required.
- If the Homeowner is submitting:
 - [Owner-Builder Disclosure Statement](#) (requires notarization)
- 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

- Construction plans and/or site plans are not dimensioned
- Plans are not signed and sealed
- Contractor's information not current in the system
- Application missing complete owner information
- At revision status (disapproval is common because of lack of narrative submittal and delineation of changes.)

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 elevation views.** Example: Scope of work alters exterior envelope of structure (e.g., windows, doors, roof trusses).
- **Structural Design Criteria.** Example: Scope of work alters exterior envelope of structure (e.g., windows, doors, roof trusses).
- **Foundation plan, section, and details.** Example: Scope of work includes new foundation or repair to existing foundation (e.g., installation of a new footer to support a load bearing wall).
- **Exterior and interior wall sections.** Example: Scope of work includes repair, replacement, or installation of exterior/interior walls.
- **Location of equipment.** Example: Scope of work includes replacement/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>