



**TOWN OF ISLIP DEPARTMENT OF PLANNING AND DEVELOPMENT**  
Building Division  
ONE MANITTON COURT, ISLIP, NEW YORK , 11751 Phone (631) 224-5464 Fax (631) 224-5462

## **2017 Commercial Solar Panel & Certificate Requirements**

**To receive a permit please submit the following:**

1. A completed building permit application for installation of solar panels.
2. 4 copies of manufacturer's specifications for solar units with specifications on the solar collector, inverters and disconnects including a list of construction material and showing testing agency listing and labeling. The factory must certify that the solar collectors have been designed for the appropriate New York State wind, snow and seismic zones.
3. \*5 sets of plans with signed and sealed certification from a New York State licensed Professional Engineer (See below) showing the number of units and approximate placement/location on roof with a separate sheet showing "roof area". Plans must also show a single line electrical drawing indicating utility connections, inverters, disconnects combiner box and grounding as per NEC 2014 article 290. Provide installing electrician company information. Plans shall also show compliance with the 2017 NYSUC, 2017 NYSUC Supplement and the reference standard 2015 IFC sections FC605.11.1 (note that exceptions #1 and 2 are not enforceable and shall be deemed voided), FC 605.11.1.2 for R3 occupancies and section 605.11.1.3 for all other commercial occupancies, section 605.11.2 for ground mounted arrays each as amended by the supplement. Plans shall be signed and sealed by a NY State licensed design professional.  
The roof structure shall be investigated and compliance shall be shown with the 2017 NYSUC reference standard 2015 IBC sections 1505.9, 1507.17, 1510.7, 1512.1, 1607.12.5 and 1613.6. Each code section shall be addressed on the plans and shall show the array load #/sf, each connection load in pounds and wind uplift loads.  
If a frame is to be used to tilt a collector on a flat roof, provide all details of frame construction, loads and connections. The roof plan is to indicate how access is provided for maintenance.
4. 3 accurate copies of land survey. 4 copies of site/plot plan showing ground access points.
5. Contact the Town of Islip Fire Marshall's office at 631-224-5477 for warning sign type, wording and location.
6. A letter of Use identifying the use of the building.
7. Permit Fee \$500

\*\*This certification requires the inclusion of the following information:

- a. Geographic Design criteria for Town of Islip in conformance with the NY State Building code is severe weathering, 130 mph wind zone, 20 pounds/square feet ground snow load and Seismic Design Category "B"
- b. The mounting brackets and hardware meet or exceed NY State Building Code requirements for the design criteria for the Town of Islip and respective wind pressures.
- c. The actual in field attachment to the roof will meet or exceed NY State Building Code requirements.

Once the above criteria have been met a building permit will be issued.\*\*

**Upon receipt of the permit, installation may occur.**

Upon completion of installation, please provide the following to obtain a Certificate of Occupancy on the new solar panels.

1. An electrical certificate for the newly installed panels and Town of Islip plumbing permit if applicable.
2. A second certification, by a NYS Licensed Professional Engineer, certifying the solar panel installation does meet or exceed NY State Codes as noted above.
3. That installation of solar panels, collectors and associated equipment has not affected the fire ratings of assemblies of fire rated buildings nor the integrity of the roofing materials.
4. A final building department inspection and sign-off

\*\*Please note a precursory Zoning Review will be completed if ground mounted site plan review will be required.