



Commercial Plan Review – 6310 Wilhelmina Delco Dr, Austin, Texas 78752 | Phone: 311

Photovoltaic Solar Requirements

Quick Turnaround Permit Process for Commercial and Multi-Family Residential Installations

Submittal Requirements

1. An approved Site Plan Exemption form (please visit [Digital Development](#))
2. Completed Commercial Building Application
3. Structural plans sealed by an Engineer. These should illustrate location and method of attachment to structure and compliance with prescribed wind loads. Structural plans must also take into account new superimposed live loads on the existing roof structure. If the roof structure must be altered to support these new live loads, a 3rd party Special Inspection will be required.
4. Complete Electrical Plans sealed by Engineer – scope of work
5. PV Meter Location Directory (Drawing) NEC 705.10
6. A completed and approved DGPA letter from Austin Energy when system is greater than 50 KW
7. A scaled plan illustrating that all serviceable equipment is at least 10 feet from the edge of the roof. If serviceable equipment is less than 10 feet from the edge of the roof and located more than 30 inches above the floor, roof or grade below, a guardrail will be required. Please note that any equipment other than solar panels is considered serviceable equipment

NOTE: For Quick Turnaround office hours, see [Commercial Plan Review](#).

Obtain letter from owner giving permission to act as the owner's agent to obtain a permit.

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