Plan Submittals shall include:

1. General permit application form. Include a description of the proposed Solar Thermal System. Indicate if the system is roof mounted or ground mounted, closed loop or drain back, and provide the heat transfer fluid.
2. Two complete sets of plans are required.

- **Site Plan - Equipment Outside a Building**
  - **Ground Mounted**
    - Show the location of all solar thermal panels.
    - Show dimensions between equipment and structures.
    - Show dimensions between equipment and property lines.

- **Roof Mounted**
  - Show on a plan view of existing roof and the proposed panel location.

- **Floor Plan – Equipment Within a Building**
  - A Floor plan showing the location of all equipment within structures.
  - Label the use of the room in which the equipment is placed.
  - Show clearances of the equipment.

- **Mechanical Design Requirements**
  - Provide a one-line diagram that includes the following information:
    - Panel type and number of panels/Solar Rating and Certification Corporation (SRCC) sling.
    - Pipe materials
    - Heat transfer fluid
    - Pumps
    - Controllers
    - Back check valves
    - Isolation valves
    - Air admittance devices
    - Expansion tanks
    - Heat dumps
    - Heat exchange tanks
    - Storage tanks,

All work shall comply with 2012 International Residential Code.
If the new system is integrated into an existing mechanical system, this system must also be shown on the one line diagram.

- **Equipment Requirements**
  Provide the following general information and product listing sheets.
  - Panel
  - Controller
  - Pumps
  - Storage and heat exchange tanks
  - Rack system

If the storage tank is site built, an engineered design or listed assembly is required.

- **Roof Mounted Panels**
  Provide the Following Information:
  - An Engineers evaluation regarding the dead-load capability of the existing roof structure and its ability to support the added weight of the solar thermal system. The Engineer must reference the required wind and snow load for the site. If the panels project above the ridge line of the roof, this most also be part of engineers evaluation.
  - For flat roof installations provide method of repair for roof penetrations.

- **Pole or Ground Mounted Panels**
  Provide The Following Information:
  - Site Plan to include the following:
  - Location of panel(s) on property.
  - Dimensions from panel(s) to property lines.
  - Dimensions from panel(s) to other structures on the property and property easements.
  - Engineered footings.
  - Attachment details – listed and tested connectors or engineered design.