

Memorandum

Date: July 28, 2014
To: Municipal Building Officials
From: Joseph V. Cassidy, P.E., Acting State Building Official
Subject: New Standardized Photovoltaic Supplement

In light of the growing number of residential photovoltaic (PV) installations occurring throughout the State, the Connecticut Clean Energy Finance and Investment Authority (CEFIA) has been working with the CT Building Officials' Association (CBOA) and the Office of the State Building Inspector to develop a document to facilitate the submittal of technical information supporting permit applications for these projects.

The enclosed document - the *Connecticut Standardized Solar Photovoltaic (PV) Permit Application Supplement* is the result of that collaboration. This is a one-page technical information sheet with accompanying two-page instruction sheet, intended to provide an accepted, uniform format for installers to provide the information needed by building officials to determine code compliance for residential roof or ground-mounted PV systems.

I am requesting that all building officials utilize this supplement, in addition to their normal municipal building permit application for residential PV system projects.

Although this supplement certainly will not cover every PV installation, it will, hopefully, simplify the application process for most; and for others will identify any issues that require additional investigation to both the installer and building official early in the application process.

Please note that CEFIA has also produced a *Connecticut Rooftop Solar PV Permitting Guide* that provides additional resources on solar PV for building officials. This Guide is available for download at www.energizect.com/sunrisene.
