CUSTOMER ASSISTANCE GUIDE PERMIT APPLICATION SUBMITTAL REQUIREMENTS

SOLAR ARRAYS

- Please read all of the following information.
- The following is a check list. You must have a "checkmark" in all the sections listed below prior to submitting your application.

your structure, a carrier provide u	t of Exemption" (See attached form) If you are hiring a contractor to construct and they have workers' compensation, have the contractor or their insurance is with a "Certificate of Insurance" showing proof of such. If the homeowner or a ut workers' compensation is constructing the structure, the attached form must not arized.
****	(two) complete sets of drawings that show the design and construction all material and system components.
n	Site plan showing location of major components on the property: This drawing leed not be exactly to scale, but it should represent relative location of omponents and structures at site.
p Ir	Electrical worksheets showing PV array configuration, wiring system, overcurrent protection, inverter, disconnects, required signs, and utility interconnection detail. Include a three line diagram. Wiring shall be in compliance with the National Electrical Code, specifically Articles 690 and 705.
s	Specification sheets and installation manuals (if available) for all major PV system components such as, PV modules, dc-to-dc converters, inverters, and nounting systems.
ro s	Where a solar array is installed on an existing structure, provide an engineering eport from a Pennsylvania registered design professional verifying that the structure will safely support the additional load in compliance with International Residential Code Section R301.1. Provide an attachment detail.
v	Vorkers compensation insurance certificate or an affidavit of exemption.
Complet	ted permit application.

MDIA will review plans submitted to determine code compliance. If the minimum submittal requirements are not met, we will ask the applicant to supply additional information. If the minimum requirements are met, the plans will be marked "approved". A permit will be issued and the applicant will be notified of the inspection fees and when they can pick-up the permit at the Municipal Building. All fees shall be paid prior to the issuance of the permit. Then use the inspection procedures provided to have all of the required inspections performed.

INSPECTION PROCEDURES SOLAR ARRAYS

- Building permit must be posted on the site of the work and clearly visible from the road until completion of the project.
- Your approved plans must be available at all times for inspections. These are the plans that were submitted with your application and were marked "Approved" by the Building Code Official.
- The permit applicant or authorized agent is responsible for scheduling all inspections.
- DO NOT schedule an inspection if the work is not ready!!!!
- When scheduling an inspection, you must supply your permit number to the inspector.

PLEASE GIVE THREE (3) WORKING DAYS ADVANCE NOTICE FOOTING INSPECTION WILL BE GIVEN PRIORITY

MIDDLE DEPARTMENT INSPECTION AGENCY, INC.

Free standing arrays:

1. Footing inspection – hole must be dug for support posts. The inspection must be approved prior to placing of concrete.

Inspector: Patrick Duffy Phone: 1-800-922-6342

- 2. Electrical inspection
 - Trench inspection prior to backfill (if applicable)
 - Final electrical inspection

Inspector: Phillip McCartney Phone: 1-800-608-6342

3. Final inspection – when job is completely finished and after all other required inspections have been done and approved.

Inspector: Patrick Duffy Phone: 1-800-922-6342

Structure mounted arrays:

1. Attachment inspection

Inspector: Patrick Duffy Phone: 1-800-922-6342

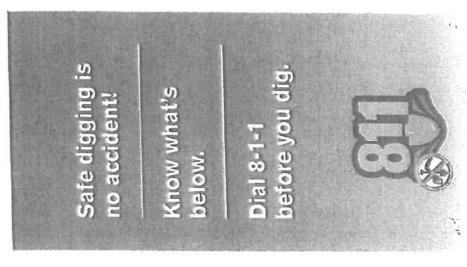
2. Electrical inspection

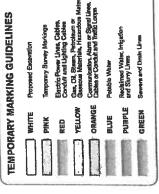
Inspector: Phillip McCartney Phone: 1-800-608-6342

3. Final inspection – (may be combined with #1) when job is completely finished and after all other required inspections have been done and approved.

Inspector: Patrick Duffy Phone: 1-800-922-6342

BEFORE DIGGING CALL 811 - SEE ATTACHED BROCHURE





The following information is needed when you call PA One Call System.

YOUR TELEPHONE NUMBER YOUR MAILING ADDRESS COUNTY - The name of the county where the work will nake place MUNICIPALITY - City, Township or Borough where the

work will lake place THE ADDRESS WHERE THE WORK WILL TAKE PLACE THE NAGREST WITERSECTING STREET TO THE WORK SITE THE NAME OF A SECOND WITERSECTION NEAR THE WORK SITE

WORK SITE

B THE PROPOSED EXCAVATION AREA (WORK SITE)

MARKED IN WHITE – Yes of VALO

COTHER INFORMATION THAT WOULD HELP THE

COTHER IND THE SITE – Clarifying information to

SOCHY, THE SITE – Clarifying the dig

THE TYPE OF WORK BEING DONE

WHETHER THE WORK WILL TAKE PLACE IN: Sheet.

Storman, Public or Phote Proposity

THE APPROXIMATE DEFTH YOU ARE DIGGING

THE RITERY OF THE EXCAVATION - The sproximate

SIZE of the opening the longth and width or dismeter

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THE RITERY OF THE EXCAVATION - Thou will the serft be

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busings days. Duration of a job – How long will the Job (Bike Any additional Remarks You May Have

Dial 8-1-1 before you dig. (now what's below

You will be given a 10 digit serial number as administration by your left and our system will send you the responses from the utilities on the morthing of your scheduled excevation data via fax or small

www.pa811.org

What do we do?

We are the "Call before you dig!" company for all of Pennsylvania. If you plan to disturb the earth with powered equipment, you are required by Pennsylvania law to notify the underground utility companies of your intent to do so. Notification occurs by calling 8-1-1 or 1-806-242-1778, 24 hours of the day every day of the year. Notification can also be done on our website at www.paonecalloig.

We will then notify the utility companies nearby of your intent to alg. The utility companies are responsible to mark where their underground lines are located with colored liess, paint or disalk.

Please Note:

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- In some dasas, fire utility company may not markethe seavine lines you own.

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Why should you call?

Safe digging is no accident! If you are installing a fence or deck, or digging for a malbox post, patio or other excavation project, it is important to know What's Below. Dial 8-1-1 or 1-800-242-1776 before you dig. The utility companies do not want an accident, other. The best way to learn where underground utility lines are located is to call before you dig.

For more information. Visit www.pat811.org



Homeowner Quick Tips

- One easy phone call to 8-1-1 three to ten business days before digging begins helps keep your neighborhood safe.
- Call on Monday or Tuesday if you plan to dig on Saturday or Sunday.
- The utility companies will mark, where their underground lines are located with colored paint, flags or chalk.
- Do not remove the flags if you see them in your yard.
- Our service is no cost to homeowners.
- Did you her someone to install your tence, deck or new pallo? Ask to see the PA One Gall serial number before allowing them to dig on your property.

The Excavator's Responsibility

- Dial 8-1-1 or 1-800-242-1776.
- Do not allow anyone to excavate on your property without calling. Always took for the markings on the ground before your dig date.
- if you do not see merkings, do not allow anyone to dia. Wait for the lines to be marked by the utility.
- Whoever places the call will receive an emal or fax with a fist of facility owners who have marked.

 Pay attention to this message.
- Respect the markings by not removing flags or disturbing the sotudi markings.
- Exercise date around the marked thes by hand digging.
- When the project is complete, the exceptator should remove the flags or menks from the ground or perfernent.
- Report misters by deline 8 tm Report americans by

THIS FORM REQUIRES A NOTARY SEAL

AFFIDAVIT OF EXEMPTION

•	sylvania's Workers' Compensation Law for one
to perform any work pursuant to buildin	own work. If property owner does hire contractor g permit, contractor must provide proof of municipality. Homeowner assumes liability for ment.
	s. Contractor prohibited by law from employing to this building permit unless contractor cipality.
	he Workers' Compensation Law. All employees compensation insurance (attach copies of rees).
Signature of Applicant	
County of	
Municipality of	
	Subscribed, sworn to and acknowledged before me by the above this Day of
SEAL	
	Notary Public