

**TOWN OF SMITHTOWN**  
**OFFICE OF THE BUILDING DEPARTMENT**  
WILLIAM W. WHITE  
TOWN OF SMITHTOWN BUILDING DIRECTOR  
TEL. No. (631) 360-7525      FAX No. (631) 360-7639

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**RESIDENTIAL SOLAR PANELS**

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Property Owner's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Address \_\_\_\_\_

Solar Panel Company \_\_\_\_\_

Electrician (Business Name & License Number) \_\_\_\_\_

- Two (2) original signed and *notarized applications*– see *Solar Energy System Fast Track Permit Application Requirements Checklist (page 3)*
- *If new owner*, proof of ownership – example deed, contract of sale, etc.
- Contractors' and Electrician's Suffolk County license and insurance (Workers' Compensation & Disability) with valid expiration dates if not current and on file
- Fee – cash or check to the Town of Smithtown – check current fee schedule
- **Submit this page with application**

(To be filled in by Building Department)	
Application/Permit # _____	Date _____
S.C.T.M _____	Zoning District _____
Receipt # _____	
Plan Approved by _____	Date _____
Permit Issued _____	Permit Expires _____

*To receive a Certificate of Compliance you must also submit the following:*

**1. Notarized Letter of Certification**

- \* On “**Company Letterhead**” reference building permit number and property owner’s name and address. Must state that the solar panels have been installed to manufacturer’s specifications and applicable New York State Building Codes.

2. Electric Certificate from an approved Agency

3. Final construction approval

4. Assessor’s Certificate

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**Long Island Unified Solar Permit Initiative**  
*Solar Energy System Fast Track Permit Application*  
**Requirements for Application Submittal**

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**Current fee due for Installation of solar energy systems that qualify as a “standard installation” (under § 112-1-3.C)**

Before approval and issuance of permits(s) for a grid-tied Photovoltaic system (PV) or Residential Solar Hot Water system (RSHW), the applicant shall submit:

**1. Solar Energy System Fast Track Permit Application Requirements Checklist**

**2. Three (3) sets of plans which include:** check current fee schedule

- Cover sheet must include the following: (a) Project address, map, section, block and lot # of the property; (b) Owner’s name, address, phone number, (c) Name, address and phone number of the person preparing the plans:
- Sheet index indication each sheet title and number;
- Legend for symbols, abbreviations and notations used in the drawings;
- Configuration diagrams prepared by a Professional Engineer or Registered Architect which are sketched (hand-drawn or better) as follows:
  - **Roof Diagram** depicting modules or collectors and racking configuration on designated surface(s) to scale and dimensioned. The diagram should include any 18” clearance/access required as noted in the Fast Track Permit Requirements Checklist criteria \*
  - **Equipment Location Diagram** indicating the location(s) of the (1) modules or collectors; (2) main electrical service; (3) inverter(s); (4) the location of all equipment disconnects on the outside of the structure (i.e. A/C disconnect); (5) any interior equipment locations
  - **One-line standard electrical diagram**
- Property Survey (only if system is proposed for an accessory structure)

**3. Solar Energy System Fast Track Permit Application Information Sheet**

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**Solar Energy System Fast Track Permit Application Requirements Checklist**

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This form may be used for planned Photovoltaic (PV) & Residential Solar Hot Water Panel (RSHW) installations that meet the following criteria (check one for each criterion):

- Yes  No    Solar installation is not subject to review by an Architectural or Historical Review Board.
  
- Yes  No    Solar installation is to be mounted on a permitted roof structure of a residential building or on a legal accessory structure. If on a legal accessory structure, a survey showing said structure is attached.
  
- Yes  No    The roof will have no more than a single layer of roof covering in addition to the solar equipment. *(At its discretion, a municipality may waive this requirement).*
  
- Yes  No    Installation will be flush-mounted, parallel to and no more than 6" above the roof surface.
  
- Yes  No    An 18" wide clearing (free of solar equipment) will be provided along at least one side of the roof ridge either on the same side as the solar equipment or on another side of the ridge that does not have solar equipment on it. In addition, an 18" wide pathway (free of solar equipment) will be provided from at least one eave or gutter connecting to the 18" roof ridge clearing. \*
  
- Yes  No    Weight of the installed system will not exceed more than 5 lbs. Per square foot for photovoltaic and no more than 6 lbs. Per square foot for residential solar hot water.
  
- Yes  No    The Solar Installation Contractor complies with all licensing and other requirements of the jurisdiction and is named on the pre-screened installer list on the PSEG website.
  
- Yes  No    The proposed equipment is certified under UL 1703 (PV) or has an OG-100 (RSHW) rating from the Solar Rating and Certification Corporation. Inverters used are listed on the NYS Public Service Commission list of type-tested certified interconnection equipment.
  
- Yes  No    PV modules and combiner boxes are identified by the manufacturer for use in grid-tied PV systems.
  
- Yes  No    The project will comply with current NEC requirements including Article 690 Solar Photovoltaic (PV) Systems.
  
- Yes  No    The mounting system has been approved for use in New York State by a licensed professional engineer or registered architect

\_\_\_\_\_  
Property Owner/Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Solar Installation Contractor Signature

\_\_\_\_\_  
Date

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**SOLAR ENERGY SYSTEM FAST TRACK PERMIT APPLICATION**

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1. Property owner & address: \_\_\_\_\_
2. Is this  a grid-tied photovoltaic (PV) OR  A Residential Solar Hot Water (RSHW) system? (check one)
3. Provide the total system capacity rating (sum of all panels)  
PV System: \_\_\_\_\_ DC kilowatts  
RSHW System: \_\_\_ square foot gross area; \_\_\_\_\_ kBTU/day (Clear C) per SRCC OG-100 label(s)
4. Solar Installation Contractor:  
Business Name & Address \_\_\_\_\_  
Contact Name \_\_\_\_\_  
Phone Number \_\_\_\_\_ Email \_\_\_\_\_  
License Number(s) \_\_\_\_\_
5. What is the existing roofing material? \_\_\_\_\_
6. Provide a letter from a Professional Engineer or Registered Architect certifying that the existing structure can support the additional gravity and wind loads of the solar energy system.
7. Provide an installation manual (or the internet address of a web-based version) for the mounting system.
8. Indicate type, brand and model size and weight including manufacture's specification sheet of the:

Mounting System: \_\_\_\_\_  
Make \_\_\_\_\_ Model \_\_\_\_\_ Mounting Method \_\_\_\_\_

Inverters: \_\_\_\_\_  
Quantity \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

Modules: \_\_\_\_\_  
Quantity \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

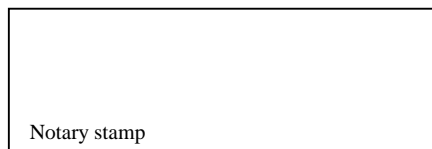
Energy Storage System:  YES  NO

If yes: Quantity \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Total kW \_\_\_\_\_

\_\_\_\_\_  
Property Owner/Applicant's Signature (**notarized**)

Sworn to me this \_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Solar Installation Contractor Signature



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**2020 RESIDENTIAL CODE OF NEW YORK STATE (Solar Energy Systems & Energy Storage Systems)**

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**SECTION 324**  
**SOLAR ENERGY SYSTEMS**

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**R324.1General.**

Solar energy systems shall comply with the provisions of this section.

**R324.2Solar thermal systems.**

Solar thermal systems shall be designed and installed in accordance with Chapter 23 and the Fire Code of New York State.

**R324.3Photovoltaic systems.**

Photovoltaic systems shall be designed and installed in accordance with Sections R324.3.1 through R324.7.1, NFPA 70 and the manufacturer's installation instructions.

**R324.3.1Equipment listings.**

Photovoltaic panels and modules shall be listed and labeled in accordance with UL 1703. Inverters shall be *listed* and *labeled* in accordance with UL 1741. Systems connected to the utility grid shall use inverters *listed* for utility interaction.

**R324.4Rooftop-mounted photovoltaic systems.**

Rooftop-mounted *photovoltaic panel systems* installed on or above the roof covering shall be designed and installed in accordance with this section.

**R324.4.1Structural requirements.**

Rooftop-mounted *photovoltaic panel systems* shall be designed to structurally support the system and withstand applicable gravity loads in accordance with Chapter 3. The roof on which these systems are installed shall be designed and constructed to support the loads imposed by such systems in accordance with Chapter 8.

**R324.4.1.1Roof load.**

Portions of roof structures not covered with *photovoltaic panel systems* shall be designed for dead loads and roof loads in accordance with Sections R301.4 and R301.6. Portions of roof structures covered with *photovoltaic panel systems* shall be designed for the following load cases:

1. 1. Dead load (including *photovoltaic panel* weight) plus snow load in accordance with Table R301.2(1).
2. 2. Dead load (excluding *photovoltaic panel* weight) plus roof live load or snow load, whichever is greater, in accordance with Section R301.6.

**R324.4.1.2Wind load.**

Rooftop-mounted *photovoltaic panel* or *module* systems and their supports shall be designed and installed to resist the component and cladding loads specified in Table R301.2(2), adjusted for height and exposure in accordance with Table R301.2(3).

**R324.4.2Fire classification.**

Rooftop-mounted *photovoltaic panel systems* shall have the same fire classification as the roof assembly required in Section R902.

**R324.4.3Roof penetrations.**

Roof penetrations shall be flashed and sealed in accordance with Chapter 9.

**R324.5Building-integrated photovoltaic systems.**

Building-integrated photovoltaic systems that serve as roof coverings shall be designed and installed in accordance with Section R905.

**R324.5.1Photovoltaic shingles.**

Photovoltaic shingles shall comply with Section R905.16.

**R324.5.2Fire classification.**

*Building-integrated photovoltaic systems* shall have a fire classification in accordance with Section R902.3.

### **R324.6Roof access and pathways.**

Roof access, pathways and setback requirements shall be provided in accordance with Sections R324.6.1 through R324.6.2.1. Access and minimum spacing shall be required to provide emergency access to the roof, to provide pathways to specific areas of the roof, provide for smoke ventilation opportunity areas, and to provide emergency egress from the roof.

#### **Exceptions:**

1. 1.Detached, nonhabitable structures, including but not limited to detached garages, parking shade structures, carports, solar trellises and similar structures, shall not be required to provide roof access.
2. 2.Roof access, pathways and setbacks need not be provided where the *building official* has determined that rooftop operations will not be employed.
3. 3.These requirements shall not apply to roofs with slopes of two units vertical in 12 units horizontal (17-percent slope) or less.

#### **[NY]R324.6.1Pathways.**

Not fewer than two pathways, on separate roof planes from lowest roof edge to ridge and not less than 36 inches (914 mm) wide, shall be provided on all buildings. Not fewer than one pathway shall be provided on the street or driveway side of the roof. For each roof plane with a photovoltaic array, a pathway not less than 36 inches wide (914 mm) shall be provided from the lowest roof edge to ridge on the same roof plane as the photovoltaic array, on an adjacent roof plane, or straddling the same and adjacent roof planes. Pathways shall be over areas capable of supporting fire fighters accessing the roof. Pathways shall be located in areas with minimal obstructions such as vent pipes, conduit, or mechanical equipment. Pathways on opposing roof slopes shall not be located along the same plane as the truss, rafter, or other such framing system that supports the pathway.

**Exception:** Access pathways shall not be required on roof slopes containing photovoltaic modules, panels, or an array where the opposing or adjacent roof slope is an *access roof*.

#### **[NY]R324.6.2Setback at ridge.**

Photovoltaic arrays shall not be located less than 18 inches (457 mm) from a horizontal ridge.

#### **[NY]R324.6.2.1Reserved.**

#### **R324.6.2.2Emergency escape and rescue opening.**

Panels and modules installed on dwellings shall not be placed on the portion of a roof that is below an emergency escape and rescue opening. A pathway not less than 36 inches (914 mm) wide shall be provided to the emergency escape and rescue opening.

### **R324.7Ground-mounted photovoltaic systems.**

Ground-mounted photovoltaic systems shall be designed and installed in accordance with Section R301.

#### **R324.7.1Fire separation distances.**

Ground-mounted photovoltaic systems shall be subject to the *fire separation distance* requirements determined by the local *jurisdiction*.

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## **[NY]SECTION R 327 ENERGY STORAGE SYSTEMS**

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#### **[NY]R327.1General.**

*Energy storage systems* installed in *buildings or structures* that are subject to the provisions of this code shall be installed and maintained in accordance with Sections R327.2 through R327.11. The temporary use of an owner's or occupant's electric powered vehicle as an *energy storage system* shall be in accordance with Section R327.12.

*Energy storage system* installations exceeding the permitted aggregate ratings in Section R327.5 shall be installed in accordance with Section 1206.2 through 1206.17.7.7 of the Fire Code of New York State.

#### **[NY]R327.2Equipment listings.**

*Energy storage systems listed and labeled* solely for utility or commercial use shall not be used for residential applications.

#### **Exceptions:**

1. 1.Where *approved*, repurposed unlisted battery systems from electric vehicles are allowed to be installed outdoors or in detached dedicated cabinets located not less than 5 feet (1524 mm) from exterior walls, property lines and public ways.
2. 2.*Energy storage systems* less than 1 kWh (3.6 megajoules).

#### **[NY]R327.3Installation.**

*Energy storage systems* shall be installed in accordance with the manufacturer's instructions and their *listing*.

**[NY]R327.3.1Spacing.**

Individual units shall be separated from each other by at least 3 feet (914 mm) of spacing unless smaller separation distances are documented to be adequate based on large-scale fire testing complying with Section 1206.6 of the Fire Code of New York State.

**[NY]R327.4Location.**

*Energy storage systems* shall only be installed in the following locations:

1. 1.Detached garages and detached *accessory* structures.
2. 2.Attached garages separated from the *dwelling unit* living space and *sleeping units* in accordance with Section R302 of this code.
3. 3.Outdoors on exterior walls located a minimum 3 feet (914 mm). from doors and windows.
4. 4.Utility closets and storage or utility spaces within *dwelling units* and *sleeping units*.

**[NY]R327.5Energy ratings.**

Individual *energy storage system* units shall have a maximum rating of 20 kWh. The aggregate rating shall not exceed:

1. 1.40 kWh within utility closets and storage or utility spaces.
2. 2.80 kWh in attached or detached garages and detached *accessory structures*.
3. 3.80 kWh on exterior walls.
4. 4.80 kWh outdoors on the ground.

**[NY]R327.6Electrical installation.**

*Energy storage systems* shall be installed in accordance with NFPA 70. Inverters shall be *listed* and *labeled* in accordance with UL 1741 or provided as part of the UL 9540 *listing*. Systems connected to the utility grid shall use inverters *listed* for utility interaction.

**[NY]R327.7Fire detection.**

Rooms and areas in which *energy storage systems* are installed shall be protected by smoke alarms in accordance with Section R314. A heat detector or heat alarm *listed* and interconnected to the smoke alarms shall be installed in locations where smoke alarms cannot be installed based on their *listing*.

**[NY]R327.8Fire-resistance rating.**

Rooms and areas containing energy storage systems shall be protected on the system side by no less than <sup>5</sup>/<sub>8</sub>-inch Type X gypsum board or equivalent, installed on the walls and ceiling of the room or area. Attached garages containing energy storage systems shall be protected on the system side by fire-resistant construction in accordance with Section R302.

**[NY]R327.9Protection from impact.**

*Energy storage systems* installed in a location subject to vehicle damage shall be protected by *approved* barriers.

**[NY]R327.10Ventilation.**

Indoor installations of *energy storage systems* that include batteries that produce hydrogen or other flammable gases during charging shall be provided with exhaust ventilation in accordance with Section 1206.13.1 of the Fire Code of New York State.

**[NY]R327.11Toxic and highly toxic gas.**

*Energy storage systems* that have the potential to release toxic or highly toxic gas during charging, discharging and normal use conditions shall not be installed within one- and two-family dwellings and *townhouses*.

**[NY]R327.12Electric vehicle use.**

The temporary use of an owner or occupant's electric powered vehicle to power a *dwelling unit* or *sleeping unit* while parked in an attached or detached garage or outside shall comply with the vehicle manufacturer's instructions and NFPA 70. The batteries on electric vehicles shall not contribute to the aggregate energy limitations in Section R327.5.