



# SOLAR PERMITS

## FREQUENTLY ASKED QUESTIONS

### SHOULD I INSTALL SOLAR PANELS ON MY HOUSE?

*Carefully consider cost recovery and environmental issues to determine if solar panels are right for you.*

### HOW DO I FIND INCENTIVES OR REBATES?

*You may be eligible for incentives or rebates. Periodically, the North Central Texas Council of Governments offers incentive programs for various property improvements. The IRS offers tax credits for certain energy improvements. These programs vary and may not always benefit you, but check your eligibility for incentives before you install. Be aware that there may be specific eligibility requirements to take advantage of such programs.*

### CAN MY HOUSE SUPPORT SOLAR PANELS?

*An engineer will evaluate your roof structure prior to installation. The engineer's letter is submitted to the City with the permit application.*

## PERMITS & FEES

A Solar Panel permit is always required to install or alter photovoltaic panels or photovoltaic roofing. For residential systems, the Permit Type is BUILDING (ELECTRICAL RESIDENTIAL) and the Work Class is SOLAR.

The fee is \$240.

## SUBMITTAL REQUIREMENTS

All permit applications and inspection requests are done online through the City's CSS portal:

<https://energovcss.coppelltx.gov/EnerGovProd/SelfService#/home>

Typical submittal requirements for Solar permits include, but are not limited to, the following. Submittal requirements may vary depending on the scope of work. Additional documents may be requested by City staff. Documents must be in PDF format.

- Description of the work
- Plans must be stamped by a registered professional engineer.
- Submit an overall roof plan showing the location of the solar panels and the required fire department access aisles



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- Roof plan showing panels with wiring and equipment configuration
- Letter from a Registered Professional Engineer in Texas attesting to the roof's structural ability to support the new panels or roofing, including structural calculations using the 2015 IRC or IBC.
- A single-line diagram of the wiring and equipment
- Product information for the panels or roofing
- Details on the attachment or mounting apparatus
- Manufacturers, models and accreditation numbers of all equipment.

## TYPICAL INSPECTION REQUIREMENTS

Typical inspection requirements for Solar permits include, but are not limited to, the following. Required inspections may vary, depending on the scope of work. City-approved plans must be on site for all inspections. Inspections that are requested before 4 pm will be conducted the next business day.

- Inspector needs access to electrical panel
- Remove covers from all boxes and panels before inspection
- Provide ladder for roof access
- Plan for having a technician meet the inspector

## CODES AND ORDINANCES

The City of Coppell has adopted the 2015 Editions of the International Building, Residential, Energy, Plumbing, Mechanical, Fire, Property Maintenance, and Existing Building Codes. The City has also adopted the 2014 National Electric Code and the 2018 International Swimming Pool and Spa Code. Engineers involved in the design or construction must be licensed in the State of Texas. The Code adoptions and local amendments can be found in Chapter 15 of Coppell's Code of Ordinances. Zoning regulations are in Chapter 12, and fence regulations are in Chapter 9. All contractors must be registered with the City of Coppell and licensed as required by the State.

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