



SOLAR INSTALLATION CHECKLIST

This checklist includes information on permit requirements for installing new solar panels in Cottonwood Heights. To comply with all local ordinances and ensure safety, please follow all requirements below.

All plans must be drawn to a common scale, $\frac{1}{4}'' = 1'$ or larger, and must clearly indicate the location, nature, and extent of the proposed work. Plans lacking adequate detail will not be approved.

Fees: Fees are based upon the valuation of the work being done. Other fees will be assessed before the permit can be issued. **The Plan Review Fee must be paid at the time of submittal.**

Remember, this is not a comprehensive list and is meant only to be a helpful guide!

Required Information:

- Site Plan: Electronic building plans submitted with online permit application
- Stamped engineering letter certifying inspection of roof loading detail
- Solar array system designed by a Utah licensed engineer
- Fire regulations require panels to be setback 3' from the ridge of the roof, and 18" along the sides

