

**SOLAR ENERGY SYSTEM PERMIT APPLICATION**

Village of Sagaponack  
PO Box 600  
Sagaponack, NY 11962  
631-537-0017 631-537-0612 (FAX)

Approval: Architectural & Historic  
Preservation Review Brd

Date: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tax Map No. \_\_\_\_\_  
Permit Fee: \_\_\_\_\_  
Permit No: \_\_\_\_\_  
Date Issued: \_\_\_\_\_

**INSTRUCTIONS**

- A. The application form must be completed by typewriter or printed in ink.
- B. Work covered by this application may not be started before permit is issued.
- C. This application must be completed in every respect.
- D. If applicant is not the owner of the property, please include owner's consent form.
- E. A survey reflecting all structures on the property.
- F. Copies of all certificates of occupancies and/or compliances for all structures on the property.
- G. \$750.00 application fee includes AHRB review.

1. Property 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  
                  \_\_\_\_\_ # of Panels

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: \_\_\_\_\_

License Number(s): \_\_\_\_\_

5. 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.

6. Provide an installation manual (or the internet address of a web-based version) for the mounting system.

7. Indicate type, brand and model size and weight including manufacturer's specification sheets of the:

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

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

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

Application is hereby made to the Building Department for the issuance of a **Solar Energy System Permit** as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

STATE OF NEW YORK,  
COUNTY OF \_\_\_\_\_) ss:

\_\_\_\_\_ being duly sworn deposes and says that he/she is the  
(Name of individual signing application)  
applicant named, he/she is the \_\_\_\_\_ of said owner or owners, and is duly authorized  
(contractor, agent, corporate officer, owner, etc)  
to perform or have performed the said work and to make and file this application; that all statements contained in this application are true to the best of his knowledge and belief, and that the work will be performed in the manner set forth in the application and in the plans and specifications filed therewith.

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

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County

Approved \_\_\_\_\_  
Building Inspector