

HATFIELD TOWNSHIP

SOLAR PERMIT PROCEDURES

A solar permit is required for all new construction including all renovations, alterations, and structural renovations.

PART I – Location of Property – Complete address including city, state and zip code must be provided on all applications.

PARTS II thru X – Complete every section.

PART IX – Lot Size – dimensions of the property (length/width) and/or total square feet or acreage must be provided on all applications.

PART XII - Plot Plan – Provide scaled plan of entire property. Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing the distance from buildings to property lines on all sides. **The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.**

PART XIII – Sign and date application required. If property applicant is not the owner of the property, a letter indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers for property owner/resident and contractor. Contractors making commercial application must be registered with the township prior to starting construction.

PLANS AND SPECIFICATIONS

- **Three (3) copies of plans and specifications prepared and sealed by licensed architect or engineer.**
- **Plans must include structural and all wiring & panel schedule details.**
- **PA Contractor State License Number required for all home improvement work.**
- **One (1) CD with as built plans of construction in .pdf format required prior to final inspection for ground mounted solar array systems.**

ADDITIONAL INFORMATION

GREEN POINTS QUALIFICATION (RESOLUTION 13-16) **Applicable only to 1 & 2 Family Dwellings** – In order to encourage cost-effective and sustainable building methods, building permit applicants may earn Green Points and qualify for permit fee reductions or waivers. Please contact the Safety and Code Enforcement Department for more information.

FEES – Permit fees must be submitted with the permit application. If paying by check, please make check payable to “Hatfield Township”.

REVIEW – The application will be reviewed by the Code Enforcement Department for compliance with the building codes of Hatfield Township and the State UCC. All permits must be submitted together for review. (i.e.: PLUMBING, ELECTRICAL, HVAC)

PERMIT GRANTED – **If approved, the permit would be processed and issued to you within thirty (30) business days. Work may not start until a permit has been approved and granted.** The permit cards are to be displayed so as to be visible from the street.

PLUMBING, ELECTRICAL, HVAC – All plumbing, electrical, heating & air conditioning contractors and/or their personnel must be registered and provide a Certificate of Insurance verifying Worker’s Compensation coverage, and Federal or State Employer Identification Number (EIN). In addition, each contractor must obtain the appropriate permits for the work to be done. All electrical work must be inspected by United Inspection Agency.

INSPECTIONS – Call the Township office (215-855-0900) at least 24 hours in advance to schedule each inspection. Responsibility for notification for inspections at the various stages of construction lies with the applicant and/or contractor. If the appropriate inspections are not requested, they will not be done and uninspected work will not be granted final approval. ***If an inspection fails twice for the same code violation, a reinspection fee will be required prior to a third inspection.***

PECO REQUIREMENT – This is a friendly reminder that PECO requires a “PECO Interconnection Agreement” for all Residential Solar Project. All solar contractors should submit the application and receive approval from PECO before submitting this solar permit application to Hatfield Township. All questions or inquiries about the Interconnection Agreement should be made directly to PECO.

NOTES: All Subdivision and Land Development approvals must be complete before submitting building permit. Township requires stamped plans if any structural materials (i.e.: steel, trusses, bond beams or manufactured beams) are being used in the construction of structure.

HATFIELD TOWNSHIP

Solar Plan Examination and Permit Application

I - LOCATION OF PROPERTY

Address: _____ Suite #: _____ City: _____

State: _____ ZIP: _____

Business/Tenant Name: _____

II - OWNERSHIP

☐ Private ☐ Public ☐ Tenant ☐ Other _____

III - IDENTIFICATION – To be completed by all applicants

APPLICANT Name: _____ Phone: _____

Company: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

OWNER Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

CONTRACTOR Name: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Builder's Twp. License No. _____ Expiration Date: _____

DESIGN Name: _____ Phone: _____

PROFESSIONAL Address: _____

City: _____ State: _____ Zip Code: _____

IV - TYPE OF IMPROVEMENTS

☐ New ☐ Addition ☐ Alteration/Renovation ☐ Repair or Replacement

Description: _____

V – PROPOSED POWER/HEAT SOURCE

☐ Electric ☐ Water ☐ Wind

VI – PRINCIPAL TYPE OF CONSTRUCTION

☐ Non-Combustible ☐ Non-Combustible/Combustible ☐ Combustible

☐ Masonry (bearing walls) ☐ Steel Frame ☐ Reinforced Concrete ☐ Wood Frame

☐ Truss Construction ☐ Steel ☐ Wood ☐ Floor/Ceiling ☐ Roof

Description _____

VII – TYPE OF AMPERES

SEVICE SIZE IN AMPERES: _____ PHASE: _____

BRIEF DESCRIPTION OF WORK: _____

VIII – TYPE OF WATER SUPPLY

☐ Public ☐ Private (well)

IX – DIMENSIONS

Number of stories _____ Total square footage of construction area, based on exterior dimensions _____

Number of rest rooms: Men _____ Women _____ Unisex _____

Total building square footage _____

X – COST

Cost of Construction Improvements \$_____

XI – FEE (see fee schedule)

PERMIT FEE: \$_____

XII - SITE OR PLOT PLAN - Please attach plot plan details here.

XIII - SIGNATURE

Deposit of check representing the fee for this application does not constitute approval of or granting of same by Hatfield Township. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Hatfield Township.

SIGNATURE OF APPLICANT

DATE

SCHEDULE OF FEES

SOLAR – Use electrical permit and fees for any other electrical work (except as follows):

Solar Fees

Residential Solar

Up to 10 kW	\$300.00
Over 10kW	\$30.00 each additional kW

Non-Residential Solar

2% of cost of construction (min fee of \$350.00)

Re-Inspection Fee

A fee of \$50.00 (Residential) or \$100.00 (Non-Residential) may be applied if a third inspection is necessary.