

# **NOTICE**

**Please read below prior to submission of your Solar Permit Application. Missing items will result in a delay in the review process and issuance of your Solar Permit.**

**The Town of Pelham is now under the 2021 International Building Code.**

**Ground Mounted Solar Systems that exceed 15kW and/or 1,000 sq. ft. in area require Planning Board approval.**

**Your application for Solar Permit should include the following:**

1.) Solar Permit Application filled out in its entirety. Anything that is not applicable should be filled in with "N/A". The application must be signed by the owner of the property, or the contractor must have a signed agreement with the homeowner authorizing them to pull permits on their behalf.

2.) Design drawings/specifications of proposed work should be reduced to 8 ½" x 11", 8 ½" x 14" or 11" x 17". Two (2) sets must accompany the application for the Building Inspector's review, and comments / mark-ups, if applicable. One (1) set will be returned to the applicant at the time the permit is issued, paid for and picked up. That set should remain on site for the duration of the project, until final inspection. One (1) set remains in the file at the Planning Department.

3.) A roof plan showing the location of the solar panels, along with the required pathways and setbacks of the panels in relation to the perimeter of the roof.

4.) Structural certification for proposed residential solar installation.

Design Criteria:

- 2021 IRC / IBC / IEBC
- Basic category II wind speed V= 115 mph Exposure B
- Ground snow load = 50 psf

5.) For Ground Mounted Solar applications, a copy of the Plot Plan of the property, showing the location of the proposed construction, drawn to scale. You will need to know the setbacks of the proposed structure to the property lines to submit your application. (Residential setbacks are 30' from the front property line, 15' from the side property lines and 15' from the rear property line). The setbacks need to be from the proposed structure to the property lines.

NOTE: Per Article XVII of the Zoning Ordinance, all ground mounted solar systems shall be located at inconspicuous locations, such as the side and rear yards, low to the ground and screened to limit visibility. If this cannot be accomplished, Planning Board approval will be required.

6.) Per RSA 674:75 Advanced Pipeline Notification, any new residential development that is located in whole or in part within 1000' of the center point of a natural gas transmission pipeline shall notify the operator of the pipeline of their planned development. Go to pelhamweb.com, then go to the Planning Department and click on the link: Property-Nashua Regional Planning Commission-Map Geo. Enter your property address in the search bar, if it shows a red and blue dotted line and you are within the blue dotted line the best way to comply with this new rule is to send an email along with the address and screen shot of your search from Map Geo to: [KMEncroachmentsNorth@kindermorgan.com](mailto:KMEncroachmentsNorth@kindermorgan.com) they will respond with guidance for your project. Please submit their email response with your application.



Town of Pelham

6 Village Green

Pelham, NH 03076-3723

**APPLICATION FOR SOLAR PERMIT**

(603) 635-7811

<b>1.</b> <b>LOCATION OF PROJECT</b>		<b>Street Location</b> <b>Subdivision</b> <b>Map</b> <b>Lot</b> <input type="checkbox"/> Conventional Subdivision <input type="checkbox"/> Conservation Subdivision <input type="checkbox"/> Senior Housing Project		
<b>2. PERMIT TYPE</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Municipal <input type="checkbox"/> School District <input type="checkbox"/> Other		<b>3. PERMIT USE</b> <input type="checkbox"/> Single Family <input type="checkbox"/> Roof Mounted <input type="checkbox"/> Two or more family <input type="checkbox"/> Ground Mounted # of units _____ <input type="checkbox"/> Residential Garage <input type="checkbox"/> Commercial Bldg. <input type="checkbox"/> Commercial Garage		
<b>4. ESTIMATED COST</b> 1 Electrical \$ _____ 2 Mechanical \$ _____ 3 Structural \$ _____ <b>Total Cost</b> \$ _____		<b>5. DESCRIPTION</b>     <i>*Is your property located within 1000' of the pipeline (see item #6/front page)?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>6. System Size:</b> kW(DC) _____ kW(AC) _____		<b>9. Will the proposed structure meet current set back &amp; lot size requirements?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Frontage _____ Lot Size _____ Front Setback _____ Rear Setback _____ Left Setback _____ Right Setback _____		
<b>7. Total Number of Panels:</b> _____		<b>10. WCD (Wetland Conservation District)</b> 1 Is the property located in a WCD area? <input type="checkbox"/> Yes <input type="checkbox"/> No 2 Is the proposed structure located within the WCD area? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>8. Will roof structure modifications be required?</b> Yes: _____ No: _____		<b>11. Is a waiver required?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No Has a waiver been approved? <input type="checkbox"/> Yes <input type="checkbox"/> No Date of Planning Board meeting: _____ Case # _____		
<b>12. Is the proposed work within 250 ft. of Beaver Brook, Little Island, Gumpas, Long or Harris Ponds?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, has approval been sought from NHDES? <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>13. Is your property located within 1000' of the pipeline, (see item #6/front page)?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide a printed response from Kinder Morgan stating that your project will not impact the pipeline.		
<u>Please Note:</u> -If mailing an application with plans and related materials, please include a self-addressed 10"x13" stamped envelope if you would like the permit returned to you via USPS mail, otherwise a runner can pick up the permit in the Planning Department office. The Solar Permit must be on-site during the project installation and for inspections.		-Electrical Permit application should be submitted with Solar application. -Changes made to plans <i>after</i> permit is issued will require 2 hardcopy sets of revised plans for resubmission of review along with a \$25 review fee. -Applications will not be accepted via email.		

<b>15. IDENTIFICATION</b>			
NAME		MAILING ADDRESS	PHONE NUMBER
1. Owner			
	Email		
2. General Contractor			
3. Electrician**			
4. Plumber**			
<b>SIGNATURE OF OWNER</b>		<b>APPLICATION DATE:</b>	
OWNER NAME (PLEASE PRINT):			
<b>**ELECTRICAL PERMITS REQUIRE THEIR OWN PERMIT APPLICATION**</b>			

\*\*\*\*\*PLANNING DEPARTMENT USE ONLY – DO NOT WRITE BELOW THIS POINT\*\*\*\*\*

**Zoning/Planning Compliance**

APPROVED

Conditions of Approval to be noted on Building Permit: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DENIED

Reasons for Denial: See **ADMINISTRATIVE DECISION DATED:** \_\_\_\_\_  
 \_\_\_\_\_

Jenn Beauregard, Planning Director / Zoning Administrator	Date
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**Building Code Compliance**

APPROVED

Conditions of Approval to be noted on Building Permit: \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_  
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BUILDING PERMIT FEE: \_\_\_\_\_

Roland Soucy, Building Inspector	Date
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