



City of Sweet Home

Community and Economic Development Department- Building Program

3225 Main Street, Sweet Home OR 97386 541-367-7993 e-Permits: BuildingPermits.Oregon.gov

Prescriptive Solar Photovoltaic Installation Checklist

Use this checklist to demonstrate compliance with the prescriptive photovoltaic (PV) requirements of Sections 3111.3.5.3 and 3111.3.4.8 of the Oregon Structural Specialty Code (OSSC). Separate electrical permits are required for the installations.

PART I – PROPERTY OWNER INFORMATION

Property owner name:

Phone number:

Installation address:

City:

State: Oregon

ZIP:

Structure on which modules are to be installed:

Installer: Contractor Owner (*If owner, skip to Part III*)

PART II – CONTRACTOR INFORMATION

Contractor name:

Phone number:

Email address:

BCD business license #:

Contractor's CCB#:

PART III – STRUCTURAL CRITERIA

Roof structure requirements

*If "No" is selected for any item below, or if the supporting structure is a manufactured dwelling, the project **may not** be submitted using the prescriptive path.*

Check the appropriate boxes for each item as it applies to the project.

- Structure is classified Risk Category I or II in accordance with OSSC 1604.5: Yes No
- Structure is of *conventional light-frame construction*: Yes No
- Supporting roof framing is one of the following: Yes No
 (check one) Pre-engineered trusses spaced ≤ 24 inches o.c.; **or**
 Rafters spaced ≤ 24 inches o.c. and spans comply with OSSC 2308.7.2 **or** ORSC R802.5, respectively
- Ground snow load does not exceed maximum load: Yes No
 (check one) ≤ 50 psf for structures under the ORSC, **or** ≤ 70 psf for structures under the OSSC
- The basic design wind speed does not exceed the following: Yes No
 (check one) ≤ 120 mph in Wind Exposure Category C for structures under the OSSC; **or**
 ≤ 135 mph in Wind Exposure Category B for structures under the OSSC; **or**
 ≤ 135 mph in Wind Exposure Category C for structures under the ORSC
- Roofing materials are metal, single-layer wood shingle or shake, or not more than two layers of composition shingle: Yes No
- Module height is less than 18 inches from the top of the module to the roof surface and complies with Figures 3111.3.5.3(1) and 3111.3.5.3(2): Yes No

PART III – STRUCTURAL CRITERIA (continued)

Loading requirements

Check the appropriate boxes for each item associated with the selected attachment method.

Attachment 1: PV modules or racking is attached directly to the **roof framing or blocking:**

- Combined weight of PV modules and racking is not more than 4.5 psf: Yes No
- Spacing of PV modules or racking complies with one of the following: Yes No
 - (check one) ≤ 48 inches in any direction; **or**
 - ≤ 24 inches in any direction where the following are true:
 - Ground snow load is more than 36 psf
 - Panels are located within 3 feet of a roof edge, hip, eave, or ridge
 - Basic design wind speed is greater than 120 mph in Wind Exposure Category B
 - Basic design wind speed is greater than 110 mph in Wind Exposure Category C

**If this is the appropriate attachment method and “No” is selected for any of the items above, the project may not be submitted using the prescriptive path.*

Attachment 2: PV modules or racking is attached directly to **standing seam metal panels:**

- Combined weight of PV modules and racking is not more than 4.5 psf: Yes No
- **Clamps** comply with the following requirements:
 - Provide the following, allowable uplift capacity: Yes No
 - (check one) Not less than 115 pounds and spaced at 60 inches o.c. or less; **or**
 - Not less than 75 pounds and spaced at 48 inches o.c. or less.
 - Spacing between metal panel seams is not more than 24 inches Yes No
 - Spacing along a metal panel seam is not more than 60 inches Yes No
- **Metal roofing panels** comply with the following requirements:
 - Panel thickness is 26 gauge steel, minimum Yes No
 - Panel width is 18 inches or less Yes No
 - Attached with at least #10 screws at 24 inches o.c. Yes No
 - Installed over minimum ½-inch nominal wood structural panels attached to framing with 8d nails at 6 inches o.c. at panel edges and 12 inches o.c. field nailing Yes No

**If this is the appropriate attachment method and “No” is selected for any of the items above, the project may not be submitted using the prescriptive path.*

PART IV – ROOF DESIGN SITE PLAN

Roof design requirements

- Attach a simple structural plan showing the roof framing (rafter size, type, and spacing) and PV system racking attachment.
- System must be shown in sufficient detail to assess whether the requirements of Section 3111.3.5.3 have been met.
- Attach simple building elevation
- The structural plan must be on 8.5-inch x 11-inch or larger paper.

PART V – PV MODULES

Manufacturer:

Model number:

Listing agency:

