



**McMinnville Building Division**

231 NE 5<sup>th</sup> Street  
 McMinnville, OR 97128  
 (503) 434-7314

<https://www.mcminnvilleoregon.gov/building>

<b>APPLICATION FOR SOLAR PERMIT</b>	<b><u>DEPARTMENT USE ONLY</u></b>
	Permit #:

*This permit is issued under OAR 918-440-0050. Permits expire if work is not started within 180 days of issuance or if work is suspended for 180 days.*

<b>PROJECT INFORMATION</b>	
Address:	
Job Description:	
Type of Work:	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial/Industrial
Valuation of Project: \$	Based on the structural elements and cost of labor to install.
Construction Type:	
<b>PV MODULES</b>	Manufacturer:
	Model Number:
	Listing Agency:
<b>CONTRACTOR INFORMATION</b>	
CCB License#:	
Name:	
Address:	
City/State/ZIP:	
Phone:	
Email:	
<b>APPLICANT INFORMATION</b>	
Name:	
Address:	
City/State/Zip:	
Phone:	
Email:	
Signature:	
<b>OWNER INFORMATION</b>	
Name:	
Address:	
City/State/Zip:	
Phone:	
Email:	
I am the property owner doing my own work. Signature: _____	

- \_\_\_\_\_ Attach a simple site plan showing the location of the PV system in relation to buildings, structures, property lines, and as applicable, flood hazard areas. Site plan must be on 8 ½ x 11 paper.
- \_\_\_\_\_ System must be shown in sufficient detail to assess whether the requirements of Section 304.9 or one of the exceptions have been met.
- \_\_\_\_\_ 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 305.4 have been met.
- \_\_\_\_\_ Structural plan must be on 8 ½ x 11 or larger paper (legible)
- \_\_\_\_\_ Is the module height less than 18 inches above the roof in accordance with Section 305.4? \_\_\_\_\_ Yes \_\_\_\_\_ No

<b>STRUCTURAL INFORMATION</b>		
<b>All Structures:</b>		
Is this conventional light framed wood construction?	<b>YES</b>	<b>NO</b>
Does the structure have pre-engineered trusses?	<b>YES</b>	<b>NO</b>
<b>OR</b>		
Does the structure have roof framing members spaced at 24 inches on center maximum?	<b>YES</b>	<b>NO</b>
Is the weight of the PV modules and racking less than 4.5 pounds per square-foot?	<b>YES</b>	<b>NO</b>
Is the roofing material metal, single layer wood shingles, or not more than two layers of composition shingle?	<b>YES</b>	<b>NO</b>
<b>Standing Seam Metal Roofs:</b>		
Is the metal gauge 26 or heavier?	<b>YES</b>	<b>NO</b>
<b>Clamp Design:</b> Are clamps designed to withstand uplift of at least 115 pounds for clamps spaced at 60 inches on-center or less or at least 75 pounds for clamps spaced at 48 inches on-center or less?	<b>YES</b>	<b>NO</b>
Is the spacing of the clamps, as measured along the seam, less than or equal to 24 inches on-center?	<b>YES</b>	<b>NO</b>
Is the roofing panel width 18 inches or greater?	<b>YES</b>	<b>NO</b>
Will the roofing panel attachments be at least #10 screws at 24 inches on-center?	<b>YES</b>	<b>NO</b>
Will the roofing panels be installed over minimum ½-inch nominal wood structural panels attached to framing with 8d nails at 6 inches on-center at panel edges and 12 inches on-center field nailing?	<b>YES</b>	<b>NO</b>
<i>If no, on any of these requirements, the project may not be submitted using the prescriptive path.</i>		