



TOWN OF ANDOVER
MASSACHUSETTS
Community Development and Planning
36 Bartlet Street, Andover, MA 01810
(978) 623-8600 www.andoverma.gov

SOLAR INSTALLATION REQUIREMENTS

****BUILDING PERMITS MUST BE POSTED ON SITE PRIOR TO THE START OF THE JOB ****
**** BUILDING/ELECTRICAL PERMIT FEES ARE NOT REFUNDABLE****

Building Permit Application:

- Plans and specifications for solar panel installation
- Preliminary Structural Affidavit
- Contract signed by property owner and contractor
- Workers Compensation Certificate of Insurance
- Workers Compensation Insurance Affidavit
- Copy of Contractors' HIC & CSL
- Subcontractor Owner Authorization Form signed by homeowner (if applicable)
- If ground mounted, requires a plot plan with the location (setbacks will apply)
- If a historical building, a special application must be submitted to the respective commission prior to receiving approval of the building permit. <http://www.andoverma.gov/27/Governance>

IF MULTIPLE PERMITS WERE FILED, THE SOLAR COMPANY RECEIVING THE JOB IS REQUIRED TO PROVIDE A LETTER FROM THE HOMEOWNER STATING WHICH COMPANY WAS HIRED.

Building Permit Fee:

\$25 application + \$13 per thousand total cost of job

Electrical Permit Application:

- Plans and specifications for solar panel installation (including line diagram)
- Workers Compensation Insurance Affidavit
- Copy of Electricians' license
- If ground mounted, there is a fencing requirement (a minimum of 4')

Pricing for Electrical Permit:

\$100 base fee + \$25 per additional equipment (i.e. meter, inverters, disconnect switches, junction box)

***BUILDING PERMIT WILL NOT BE ISSUED PRIOR TO ISSUANCE OF ELECTRICAL PERMIT**

Electrical Inspection Schedule:

- Rough inspection is required on all solar projects prior to panels being placed
- Final inspection

Building Inspection Schedule:

- Rough inspection required when there are structural modifications to the roof
- Rough inspection of ground mounted solar for footings
- Final inspection:
 - Final Structural Affidavit must be submitted prior to the inspection
 - Electrical inspection to be signed off on the building permit card