

Spring 2022



Solar Panel Installation Guide

Township of Ewing, New Jersey

Welcome Residents!

Welcome to the Ewing Township Code Enforcement Department's checklist for the installation of solar panels. We're glad you're thinking solar. Installing solar panels on your roof will not only help the environment, but also save you money on your electric bills.

The Code Enforcement Department would like to help you easily navigate the process of upgrading your home with solar panels through our department. The process for a solar installation on your home involves the same permits and inspections that most home improvements require. The process does not take longer than any other home improvement project.

Getting Started

When adding solar panels to your roof, it is necessary to know if your roof can support the weight of the installation. ***You must have a certification by a design professional (architect or engineer) stating that your roof can support the installation.*** Ask your solar installation company if they can provide a letter certifying your roof can support the installation. This certification is necessary for obtaining permits.

- Submit two signed and sealed letters describing and verifying the current roof structure and its ability to support the increased load due to the new solar panel system. If the roof cannot support the new load, provide details for upgrading the structure to enable it to support the system load.

Our Required Permits Are Available Online!

Visit the Township's Solar Panel Installation webpage at <https://ewingnj.org/solar-panel->

Ewing Solar

Energy

Ordinance

§215 35C (17)

ecode360.com/33326731

Office

Hours

Mon Fri

8:30 am 4 pm

Closed 12 1 pm

[installation](#) to learn which permits are required. You will need to print, complete, and submit required items to the Construction Department.

Step 1

Complete the following permit applications and acquire all prior approvals. **A Zoning Approval is not required for residential installations**, only commercial.

Single Family Residential Dwelling:

- [Building Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/133-building-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/133-building-subcode-permit-1/file>)
- [Fire Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/134-fire-protection-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/134-fire-protection-subcode-permit-1/file>)
- [Electrical Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/131-electrical-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/131-electrical-subcode-permit-1/file>)
- Include ALL costs for material and labor in the Estimated costs of work area at the bottom of the permit.

Commercial Buildings

- [Building Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/133-building-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/133-building-subcode-permit-1/file>)
- [Fire Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/134-fire-protection-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/134-fire-protection-subcode-permit-1/file>)
- [Electrical Permit Application](https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/131-electrical-subcode-permit-1/file) (<https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/131-electrical-subcode-permit-1/file>)
- [Zoning Permit Application](https://ewingnj.org/documents-list/department-documents/economic-development/294-application-for-a-zoning-permit/file) (<https://ewingnj.org/documents-list/department-documents/economic-development/294-application-for-a-zoning-permit/file>)
- Include ALL costs for material and labor in the Estimated costs of work area at the bottom of the permit.

Due to zoning restrictions, no ground arrays are allowed.

Step 2

Provide plans and supporting documents

- Submit two signed and sealed plans provided by a design professional (architect or engineer) showing panel layout on the roof of the house and locations of all electrical devices and connections. Include electrical specification sheets for all components. Your solar contractor may provide in-house licensed engineering services. Due to current New Jersey state requirements, all documentation must have a physical raised seal of the design professional so electronic submission is not permitted.
- Submit all the technical specification documentation for solar panels, e.g. all solar panel cut sheets, mounting hardware...

Step 3

Submit your applications and fees by mail or in -person at the Code Enforcement Department located on the second floor of the Ewing Township Municipal Building at 2 Jake Garzio Drive, Ewing. Office hours are 8:30 am – 4 pm (closed from noon – 1 pm daily).

Your permit will be ready within 20 business days. One of our Technical Assistants will call you or your contractor to pay for and pick up the permits. Due to DCA state regulations, no online application submissions are allowed at this time.

Fees

The Solar System Pricing currently stated in Ewing's Fee Ordinance are as follows:

- Building permit fees are calculated on a percentage of the total cost of work.
- Electrical permit fees
 - 1 to 50 kw: \$75
 - 51 to 100 kw \$150
 - Greater than 100 kw: \$576
 - Additional costs for switches, service equipment and other expenses may be required.
- Fire Permit \$50

Fees may be paid by check or with a credit card. Credit card payments are subject to an additional 3% fee which is paid to the credit card company.

Inspections

Ewing Township has an efficient and streamlined process for scheduling solar panel installation inspections through our SDL portal, which make installations easy for installers and home-owners. Only one visit to Townhall is usually necessary from start to end. Permit applications for solar panels can be mailed to the Township. Permits are available within 20 business days. Inspections are usually scheduled for the next day or within three business days.

- Plans and all supporting documentation released by the construction department must be on site. If the homeowner cannot be home, the released plans can be put in a conspicuous place on site, such as at the front door.
- Inspections:
 - Two electrical inspections are required depending on the type of installation: rough inspection and final inspection.
 - One building inspection, a final, is required when using a rail-less system.
 - You must request a rough building inspection before the final if using a rail system.
- At the final inspection the attic will be inspected to assure that all rack screws have penetrated the roof rafters accurately and that none have missed the rafters.
- The homeowner or a responsible person of legal age must be present to allow the inspector into the house.

After final inspections a certificate of approval will be issued, usually by mail, to the solar contractor or homeowner. The homeowner receives the original Certificate of Approval in the mail.

Helpful Links

Assess Your Solar Potential

With Google Project Sunroof (sunroof.withgoogle.com/) Search by address to determine how much usable sunlight per year their property receives, the amount of roof square footage available for solar panels, and how much electricity can be produced on each rooftop, along with the system cost and payback time.

Find Qualified Solar Installers

Overview of what you need to consider when selecting your contractor. From the NJ Clean Energy Program (see njcleanenergy.com/renewable-energy/technologies/solar/selecting-contractor/selecting-contractor)

Solar Photovoltaic Systems Checklist

Solar photovoltaic applications are reviewed by the professionals in Ewing’s Code Enforcement Department. We supply the following checklist for you to use in your planning process. Mark off each item on the list to verify that you have met the submission requirements. Incomplete information may result in plan rejection or delay in the approval of your project.

	Two signed and sealed letters describing and verifying the current roof structure and its ability to support the increased load due to the new solar panel system.
	Two signed and sealed plans provided by your design professional (architect or engineer) showing panel layout on the roof of the house and locations of all electrical devices and connections. Include electrical specification sheets for all components.
	All technical specification documentation for solar panels, e.g. all solar panel cut sheets, mounting hardware...
	Completed Building Permit Application (https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/133-building-subcode-permit-1/file)
	Completed Fire Permit Application (https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/134-fire-protection-subcode-permit-1/file)
	Completed Electrical Permit Application (https://ewingnj.org/documents-list/department-documents/construction/construction-office/solar/131-electrical-subcode-permit-1/file)
	Include ALL costs for material and labor in the Estimated costs of work area at the bottom of the permit.
	Completed Zoning Permit Application (https://ewingnj.org/documents-list/department-documents/economic-development/294-application-for-a-zoning-permit/file) (Commercial applications only.)
Payment for all fees (Fees may be paid by check or with a credit card. Credit card payments are subject to an additional 3% fee which is paid to the credit card company.)	
	Building Permit Fee
	Electrical Permit Fee
	Additional fees for switches, service equipment, or other (as required)
	Fire Permit Fees