



TOWN OF ANDOVER, MASSACHUSETTS

Community Development and Planning

36 Bartlet Street, Andover, MA 01810
(978) 623-8620 www.andoverma.gov

SOLAR INSTALLATION REQUIREMENTS

***BUILDING PERMITS MUST BE POSTED ON SITE PRIOR TO THE START OF THE JOB ***

**** PERMIT FEES ARE NOT REFUNDABLE ****

Building Permit Application must include:

- 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 Contractor's HIC & CSL
- Subcontractor Owner Authorization Form signed by homeowner (if applicable)
- If ground mounted; a certified, stamped plot plan with the location & setbacks of solar panels
- If a historical building, you must apply to the respective historic commission before a building permit will be approved. Check if the building is registered as historic at <https://preservation.mhl.org/inventory>

Building Permit Fee:

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

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

Electrical Permit Application:

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

Electrical Permit Fee:

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

****Do not apply for a building or electrical permit unless you have a signed contract for the job.****

****Permit fees are non-refundable.****

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