

**Town of Castle Valley**  
**Routine Solar Energy System (SES) Permit Application**

SES Permit Applications for systems that do not exceed 12 feet in height (see attached SES Information Sheet) or 10 kilowatts in capacity must use this Routine Solar Energy System Permit Application form. The total combined kilowatts for all routine SESes on lot shall not exceed 10 kilowatts per plotted lot.

Lot # \_\_\_\_\_

Applicant \_\_\_\_\_ Application Date \_\_\_\_\_

Physical Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

E-mail Address \_\_\_\_\_

Telephone \_\_\_\_\_

Contractor \_\_\_\_\_ Telephone \_\_\_\_\_

RMP Work Order # \_\_\_\_\_ or RMP Net Metering # \_\_\_\_\_

**Applicant provides 3 complete copies (1 for Town, 1 for County, 1 for contractor):**

***Note: All drawings must be drawn to a measurable scale and be clearly labeled.***

- a) Castle Valley Building Information Sheet (initialed and signed by applicant).
- b) Complete Grand County Residential Solar Photovoltaic (PV) System Plan Review (SPSPR).
- c) Plot Plan (in addition to SPSPR Site Plan) shall include:
  - 1. Lot #, name, address, phone #, and signature of lot owner and contractor.
  - 2. Property lines, road easement lines and minimum setback lines with dimensions.
  - 3. Existing structures (designate use) with dimensions and setbacks.
  - 4. Proposed structures (designate use) with dimensions and setbacks.
  - 5. Location of solar installation with dimensions and setbacks.
  - 6. Location of battery back-up and ancillary equipment, including transfer switch and rapid shutdown disconnect, where applicable.
- d) Diagram of footprint for solar installation with measurements (show post locations and/or building dimensions).
- e) Elevation drawings with height measurements and dimensions for height above roof of solar apparatus if roof mount (include post dimensions).
- f) Grand County Building Permit Application.
- g) \$15 (check payable to the "Town of Castle Valley").

Is this a pole mount installation?    *(yes) (no)*      Is this a roof mount installation?                      *(yes) (no)*

Is this a set tilt installation?                      *(yes) (no)*      Is this an adjustable tilt installation?                      *(yes) (no)*

Is this a grid tie/net meter SES?                      *(yes) (no)*      Is this a battery support installation?                      *(yes) (no)*

*Does this SES require the construction of a new structure to store any aspect of the SES?*                      *(yes) (no)*

Check the intended use(s): Residence \_\_\_\_\_ Home occupation \_\_\_\_\_  
 Accessory Building \_\_\_\_\_ Premise occupation \_\_\_\_\_  
 Agriculture \_\_\_\_\_ Public building \_\_\_\_\_  
 Irrigation \_\_\_\_\_ Other \_\_\_\_\_\*

\* Describe \_\_\_\_\_

**Ordinance 85-3, Section 4.15.1:**

1. Does the location of your SES comply with minimum setbacks? (yes) (no)
2. Is ancillary SES equipment located inside a building or screened from view? (yes) (no)  
*Explain.*
3. Explain how the height, location, setback, and base elevation of your SES minimize potential glare and visual impacts on adjacent properties. (Use separate sheet.)
4. If you are replacing previously installed panels or modules or associated equipment that might present a hazard, please describe your plan for safe and legal removal? (Use separate sheet.)
5. Is the building on which you plan to mount your solar panels an existing building or a currently permitted building? (yes) (no)
6. Does the vertical distance between the highest point of any panel or module (at maximum design tilt) to finished grade or slab on grade directly below exceed 12 feet? (yes) (no)
7. For building or roof-mounted systems:
  - (a) does the vertical distance between the highest point of any panel or module (at maximum design tilt) and the roof directly below exceed one foot for roof pitches greater than 3:12 or two feet for roof pitches less than 3:12? (yes) (no)
  - (b) does any portion of the SES (at maximum design tilt) exceed 25 feet as measured on a vertical axis from the highest point of the system to the lower of either (1) the lowest point where the vertical face around the perimeter of the building intersects the Existing Grade or (2) the lowest point where the vertical face around the perimeter of the building intersects the Finished Grade? (yes) (no)
8. Do the combined kilowatts for all SESes on your lot exceed 10 kilowatts? (yes) (no)

Total Existing Capacity (in kilowatts):	RMP Net Metering/Work Order #:
Total Proposed Capacity (in kilowatts):	
Capacity per Module (in kilowatts):	
Number Modules:	Number Modules per Panel:
Module Dimensions:	Panel Dimensions:
Ground Footprint (in S.F.):	Rooftop Footprint (in S.F.):
Highest point of arrays at maximum design tilt:	
Setbacks: Front _____ Left Side _____ Right Side _____ Back _____	

Applicant (or Contractor) \_\_\_\_\_ Date \_\_\_\_\_

Building Permit Agent \_\_\_\_\_ Date \_\_\_\_\_