



The following list of steps are intended to assist installers of proposed photovoltaic solar installations with completing the City of Perry's simplified solar permitting process.

City of Perry, Iowa Photovoltaic Installation Plan Review Checklist

In order to process your permit application in an expeditious manner you must provide *all* the required information regarding your proposal. Incomplete applications will take significantly longer to process. If you have questions please contact us using the information provided at the bottom of this sheet.

The following information will be required:

- A complete Building Permit Application
- The installing contractor name, license type, and number (please provide photocopy of license).
- An application fee (required with all applications and also serves as the price of the permit)

Using the Building Permit Application form please also include:

- A permit application with:
 - The location of the proposed installation
 - Information about the strength of the structure to which the installation will be attached
 - Any strengthening of roofs that must take place to ensure structural safety (if applicable)
 - Information about the mounting system that will be used to construct the array
 - Any zoning related information that may impact the installation
- Your Interconnection Application (does not have to be approved by utility company)
- Cut sheets on batteries, if applicable, and connection diagrams with cable sizes.
 - Identify:
 - Battery fusing and fuse holders
 - Amp hour of battery bank
 - Charge capacity of charge system
 - Details for battery storage and venting
- Identify wire types and connectors of all cables.
- Provide details for array mounting and engineering for the supporting structure.
- Verify the ability of PV systems (single or three phase supplied systems) to cease to export power on loss of voltage per Iowa law and the visible location of the lockable disconnect as well as near meter

placarding with information on the presence of the disconnect device and its location.

- Verify rapid shutdown compliance with 2014 National Electric Code Section 690.12.
- Show all warning signs and their locations.

Ensure that all required materials have been completed and compiled and submit them to:

- Online: www.perryia.org/planning-zoning1.html
- In Person: City Hall, 1102 Willis Avenue
P.O. Box 545, Perry, IA 50220
- By Email to: sven.peterson@perryia.org

For answers to questions please visit City of Perry website at <http://www.perryia.org/planning--zoning1.html>, or call the City Building Official at 515-465-4100.