



# TOWN OF GALWAY

## Code Enforcement

5910 Sacandaga Road, Galway, NY 12074

Cell (518) 514-8012 Office (518) 882-6070

mluettters@townofgalwayny.gov

### PV SOLAR BUILDING PERMIT APPLICATION – 25kW OR LESS

- 1. APPLICATION MUST BE FILLED OUT COMPLETELY FOR ISSUANCE OF BUILDING PERMIT**
- 2. 2 SETS OF BUILDING PLANS** which clearly demonstrate existing and proposed work meeting all minimum NYS & local code standards. One set must be 11 inches x 17 inches or smaller. Plans are required to be stamped or signed by a NYS Licensed Architect or Professional Engineer.
- 3. PERMIT FEE:** Residential installations **0.5% of total costs** or a minimum of **\$100.00**. Commercial installations **0.5% of total costs** or a minimum of **\$300.00**. (Check made payable to *Town of Galway*, Money Order, or exact cash amount.)
- 4. INSURANCE REQUIREMENTS:** Applicants who are the property owners or individual contractors without any employees must provide a current form CE- 200. All other applicants must provide NYS Disability and Workers Compensation and NYS Liability insurance (minimum \$1,000,000), naming the Town of Galway as additionally insured.
- 5. INSPECTIONS:** Required inspections will be attached to the building permit

#### HOLD HARMLESS:

Applicant to initial:  _____
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The individual filing this application, to the fullest extent provided by law, shall indemnify and save harmless the Town of Galway, its agents and employees (hereinafter referred to as "Town"), from and against all claims, damages, losses and expense (including, but not limited to, Attorney's fees), arising out of or resulting from the performance of the work covered by this Building Permit Application, sustained by any person or persons, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of property caused by the tortious act or negligent act or omission of applicant, its contractor or its employees or anyone for whom the contractor is legally liable or subcontractors.

PROJECT DESCRIPTION (including dimensions, roof or ground mounted, kW): \_\_\_\_\_

LOCATION ADDRESS: \_\_\_\_\_

TAX MAP ID: \_\_\_\_\_ COST OF WORK: \_\_\_\_\_

OCCUPANCY CLASSIFICATION OF ANY AFFECTED BUILDING OR STRUCTURE (circle one):    RESIDENTIAL    COMMERCIAL    AGRICULTURAL

APPLICANT NAME: \_\_\_\_\_ BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PROPERTY OWNER'S NAME (if not applicant): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL: \_\_\_\_\_ PHONE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

## CONDITIONS OF PERMIT:

- Proposed work must be in compliance with the applicable requirements of the Uniform Code including:
- Building permits shall be visibly displayed at the work site and shall remain visible until the authorized work has been completed.
- The permit holder shall immediately notify the Code Enforcement Officer of any change occurring during the course of the work.
- Building permits shall become invalid unless the authorized work is commenced within 12 months following the date of issuance. Building permits shall expire 24 months after the date of issuance. A building permit which has become invalid or which has expired pursuant to this subsection may be renewed upon application by the permit holder, payment of the applicable fee, and approval of the application by the Code Enforcement Officer.

## CODE OF THE TOWN OF GALWAY § Chapter 85 Solar Collection Systems

### MINOR SOLAR COLLECTION SYSTEM

A solar photovoltaic cell, panel or array, or solar hot air or water collector device, which relies upon solar radiation as an energy source for collection, inversion, storage and distribution of solar energy for electricity generation or transfer of stored heat, secondary to the use of the premises for other lawful purposes, with the total surface area of all solar collectors of such system not to exceed 2,000 square feet; roof- or building-mounted systems are exempt. Minor collection systems are allowed in all zoning districts of the Town.

### § 85-3 Building permits for minor solar collection systems.

**A.** Rooftop and building-mounted solar collectors are permitted in all zoning districts in the Town. Building permits shall be required for installation of rooftop and building-mounted solar collectors.

**B.** Ground-mounted and freestanding solar collectors shall be permitted as accessory structures in all zoning districts of the Town, subject to the following additional requirements for a building permit:

**(1)** The location of the solar collectors meets all applicable setback requirements of the zone in which they are located.

**(2)** The height of the solar collectors and any mounts shall not exceed 15 feet in height above ground when oriented at maximum tilt.

**(3)** The total surface area of all solar collectors on the lot shall not exceed the percentage of lot coverage per zoning district when combined with all other buildings and structures on the lot.

**(4)** A building permit has been obtained for the solar collectors.

**(5)** The solar collectors shall be located in a side or rear yard.

**(6)** Solar collectors and other facilities shall be designed and located in order to prevent reflective glare toward any inhabited buildings or neighboring properties and roads year-round.

**(7)** Landscaped buffer shall be provided around all equipment and solar collectors to provide screening from adjacent or neighboring residential properties and roads year-round.

**C.** The building permit review shall include review of the adequacy, location, arrangement, size, design and general site compatibility of proposed solar collectors.

**D.** All solar collector installations must be performed in accordance with applicable electrical and building codes, the manufacturer's installation instructions and industry standards, and prior to operation the electrical connections must be inspected by the Town Code Enforcement Officer or by an appropriate electrical inspection person or agency, as determined by the Town. In addition, any connection to the public utility grid must be inspected by the appropriate public utility.

**E.** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure meeting the requirements of the New York State Building Code when in use and when no longer used shall be disposed of in accordance with the laws and regulations of Saratoga County and other applicable laws and regulations.

**F.** If a solar collector ceases to perform its originally intended function for more than 12 consecutive months, the property owner shall remove the collector, mount and associated equipment and facilities no later than 90 days after the end of the twelve-month period.