



# *Town of Lexington*

## Land Use and Development

### Town of Lexington Solar Permitting Checklist

Town of Lexington encourages the safe and efficient installation of solar energy systems through its permitting and inspection process. All residential solar projects and all roof-mounted Commercial systems are handled as expedited projects and will receive a decision or a request for additional information within seven business days of the Town's receipt of the application.

The following checklist should be used to organize your permit applications, based on the use, design and location of the system you plan to install.

### System Type

This checklist, intended for solar installers, walks you through the steps.

### ROOF MOUNT V GROUND MOUNT SOLAR

There are nuances to every site and we encourage you to contact the Building Department to discuss your plans prior to submitting a commercial permit application. To determine if your project will require additional review, please answer the below questions.

Mark each item to verify it is included with your submittal.

*Is this a ground-mounted array?*

Yes: Ground-mounted arrays are not common in our community. Please review Lexington's zoning bylaws at <https://www.lexingtonma.gov/zoning> to ensure compliance with required setbacks, open space requirements, etc.

Please Call: Planning 781-698-4560 for further discussion

*Is the property in a Historic District?*

Yes: Your project is subject to review and approval by the Historic District Commission (HDC).

Please review the HDC's guidelines for installing solar on historic properties in Appendix 2:

<https://www.lexingtonma.gov/sites/g/files/vyhlf3351/f/uploads/lexingtonhdcguidelines2-7-19.pdf>





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We also recommend contacting Lexington's building commissioner and electrical inspector to discuss your site plan, safety enclosures, etc. prior to submitting a permit application.

Application Fees Building and electrical permit fees are the same for residential and commercial systems and are directly related to installation costs. Please use the below fee structure to calculate approximate permitting fees. Final costs will be based on application specifics and must be paid by cash or check (payable to the Town of Lexington).

- Building: \$12 per \$1,000 of construction costs (minus electrical costs)
- Electrical: \$25 per \$1,000 of electrical costs

Additional Information Below:

[https://www.lexingtonma.gov/sites/g/files/vyhlf3351/f/uploads/2012\\_revised\\_building\\_fees.pdf](https://www.lexingtonma.gov/sites/g/files/vyhlf3351/f/uploads/2012_revised_building_fees.pdf)

Documentation Required Below is a list of all materials required to submit an application. Any submittals that are incomplete will not be accepted. Building

- Building Permit Application to Construct, Repair, Renovate or Demolish One- or Two-Family Dwelling: This application is available at <https://lexingtonma.viewpointcloud.com/sign-up> , Search 'Solar Panels'

Required Information: (not all may apply)

- Property Address
- Set of electronic plans uploaded into View Permit.
- Estimated Cost excluding Cost of Land, Electrical, Plumbing/Gas
- Description of work
- Owner Authorization – separate sheet acceptable; uploaded into View Permit
- Workers Compensation and/or certificate; uploaded into View Permit
- Tree Warden Sheet if applicable; uploaded into View Permit
- Waste Hauler
  - Address
  - Is hauler registered w/Board of Health?





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- Additional Documentation
  - Home Improvement Contractor (HIC) Registration
  - Construction Supervisor License
  - Workers Compensation Insurance Affidavit
  - Solid Waste Disposal Affidavit
  - Residential roof-mounted systems require stamped structural engineer's letter
  - Spec Sheets for Panels, Railings/Racking System, Inverters 1 Electrical
  - Application for Permit to Complete Electrical Work
  - Proof of Liability Insurance
  - Electrical Diagram showing the array configuration, array wiring, combiner/junction box, conduit/wiring from array to inverter, DC grounding system, disconnecting means, inverter, conduit/wiring from inverter to utility point of connection, AC grounding and system grounding, and point of connection attachment method.

