City of Portland, Oregon - Bureau of Development Services
1900 SW Fourth Avenue • Portland, Oregon 97201 • 503-823-7300 • www.portlandoregon.gov/bds

Checklist and Submittal Requirements for Prescriptive Installations of Solar Photovoltaic and Solar Water Heating Systems in accordance with Oregon Solar Installation Specialty Code (OSISC)

Instructions

Complete the following with all the information requested. This form must be submitted along with the application for installation.

Property Owner Information

Property Owner Name: _____ Installation Address: _____

Day Phone: _____ Evening Phone: _____ Email: _____

Contractor: _____ CCB#: _____

Day Phone: _____ Evening Phone: _____ Email: _____

PV Modules or Solar Water Heating Collectors

Manufacturer: _____ Model Number: _____ Listing Agency: _____

Site Plan and Structural Plan

- Attach a simple site plan showing the location of the PV or solar water heating system in relation to buildings, structures, property lines, and, as applicable, flood hazard areas.
- Attach a simple structural plan showing the roof framing (rafter size, type and spacing) and PV module system racking attachment. Plans must be shown in sufficient detail to assess whether the requirements of section 304.9 of OSISC or one of the exceptions have been met.
- Attach simple building elevation.
- The plans must be on 8.5 x 11 or larger paper.

Structural Information

Roof Design and Attachment

- Roof rafter size: ____ x ____ inches OR Manufactured Trusses
- Rafter or manufactured roof truss spacing _____ inches o.c.
- For roof rafters, maximum rafter span allowed per table 305.4.1 (Appendix "B") of the Oregon Solar Installation Specialty Code (OSISC) (www.oregonbcd.org/programs/solar/solar_code/100110_OSISC.pdf) for the size and spacing of roof rafters is ____ ft ____ inches.

Checklist to determine if your installation qualifies for prescriptive path

❑ Yes ❑ No Is this conventional light framed wood construction?

❑ Yes ❑ No Does the structure have pre-engineered trusses?

OR

Does structure have roof framing members spaced at 24" o.c. maximum AND comply with the applicable allowable span in table 305.4.1 (Appendix "B") of the Oregon Solar Installation Specialty Code (OSISC)?

❑ Yes ❑ No Is the roofing material metal, single layer wood shingle, or not more than two layers of composition shingle?

❑ Yes ❑ No Is the weight of the modules and racking less than 4.5 pounds per square foot?

❑ Yes ❑ No Is the module height less than 18 inches above the roof in accordance with section 305.4?

For Standing Seam Metal Roofs Only (If not applicable please skip this section)

❑ Yes ❑ No Is the metal gauge 26 or heavier?

❑ Yes ❑ No Clamp design: Are clamps designed to withstand uplift of at least 115 pounds for clamps spaced at 60 inches on center or less or at least 75 pounds for clamps spaced at 48 inches on center or less?

❑ Yes ❑ No Is the spacing of the clamps as measured along the seam greater than or equal to 24" o.c. and less than 60" o.c. AND the spacing perpendicular to the seam not greater than 24" o.c.?

❑ Yes ❑ No Is the roofing panel width 18-inches or greater?

❑ Yes ❑ No Is the roofing panel attached with at least #10 screws at 24" o.c.?

❑ Yes ❑ No Is the roofing panels installed over minimum 1/2-inch nominal wood structural panels attached to framing with 8d nails at 6" o.c. at panel edges and 12" o.c. field nailing?

If you have indicated "No" on any of these requirements above, the project may not be submitted using the prescriptive path.

Fire Fighter Access and Escape

Access and escape pathways are not required when the array is located on a non-occupied accessory structures that is separated from occupied structures by a 6 foot minimum separation distance or by a minimum two-hour fire rated assembly.

General Requirements: For all other roof mounted systems, a minimum 36" wide pathway is required along three sides of the solar roof, located over a structurally supported area. Any roof with a slope greater than 2:12 can not use the bottom roof edge as a pathway. Pathways and solar panels shall be located outside 12" of the low point of a valley.

If the array is greater than 150 feet in length or width, additional 36" wide intermediate pathways and cutouts are required. See code for details.

If the roof has smoke and/or heat vents, a 36" pathway shall be provided to and around each vent.

Exceptions to General Requirements:

❑ Yes ❑ No Is the roof slope greater than 2:12?

❑ Yes ❑ No Is the array area 1,000 sq ft or less?

❑ Yes ❑ No Is the array 150 feet or less in length or width?

If you have indicated "No" to any of the items above, exceptions do not apply, provide a simple plan conforming with the general requirements.

If you have indicated "Yes" to all of the items above, see below for reduced access and escape pathway requirements.

Is the array 25% or less of the roof area? ❑ Yes ❑ No

- If Yes, a 12" pathway along each side of any horizontal ridge is required.
- If No, a 12" pathway along each side of any horizontal ridge is required and a minimum of one 36" pathway is required from ridge to eave over a structurally supported area.

Provide a simple plan showing conformance to the reduced access pathway requirements.

As the property owner or authorized representative of the above listed property, I certify that I have verified the information provided above and that the roof rafters (if applicable to the project), meet the span requirements of Table 305.4.1 (Appendix B) of the Oregon Solar Installation Specialty Code.

Applicant name (please print) _____Signature _____Date_____