

# MEMORANDUM

## SoSmart Application-Township of Haverford Planning, Zoning, and Development Regulations

DATE: March 20, 2019  
FROM:  
RE: Kelly Kirk, Zoning Officer & Community Planner

### **PZD-1a: Review of Zoning Requirements of Solar PV Development** Chapter 182. Zoning, Article VII. Supplemental Regulations § 182-730. Regulations applicable to solar energy equipment.

Per Ordinance No. 2657-2012, adopted by the Board of Commissioners on March 12, 2012, solar energy equipment is permitted as an accessory use in all zoning districts, subject to the following regulations:

- A. Solar energy equipment shall be located on the same lot as the principal use.
- B. There shall be no sale of power from solar energy off-site consumptive purposes, except for energy purchased by a public utility in accordance with law or other government regulations.
- C. Solar energy equipment shall meet and be installed in accordance with all applicable requirements of the Pennsylvania Uniform Construction Code.
- D. Solar energy equipment may be ground mounted or roof mounted.
- E. Ground-mounted solar energy equipment shall be subject to the requirements of an accessory structure in the district in which it is located, and mechanical equipment associated with the ground-mounted solar energy shall be completely screened from adjoining properties.
- F. Solar panels shall not be placed in a manner that creates a nuisance to a neighboring property or roadway.
- G. Roof-mounted solar energy equipment shall not extend more than eight feet above the roof of a principal structure with a flat or mansard roof or three feet above the roof of a principal structure with a gable, hip or gambrel roof. Such equipment shall not extend more than six feet above the surface of a flat or mansard roof of an accessory structure, and up to a maximum height of 18 feet above grade. Such equipment shall not overhang any portion of the roof. Roof-mounted solar energy equipment mounted on an accessory structure with a gable, hip or gambrel roof shall not be permitted to exceed the maximum height of an accessory structure.
- H. No solar energy equipment that is affixed to the front roof or facade of a structure shall be visible from the street except for the solar panels and associated covered conduits.

**RESOLUTION 2134-2019**

**WHEREAS,** in October 2018, the Board of Commissioners of the Township of Haverford adopted Resolution 2104-2018 establishing its commitment to clean and renewable energy and its goal for becoming a clean and renewable electricity consumer by the year 2035, and a clean and renewable heat and transportation consumer by the year 2050, and

**WHEREAS,** the Township of Haverford is committed to encouraging residents and businesses to achieve similar environmentally friendly and energy efficient ways of life, and

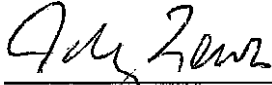
**WHEREAS,** the Township of Haverford, in seeking to demonstrate its commitment to reducing solar barriers and recognizing the Township of Haverford as being "open for solar", will apply for SolSmart designation from the International Council of City Managers and The Solar Foundation.

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Commissioners of the Township of Haverford, that the Board hereby supports the efforts of staff to prepare necessary applications and documentation to apply for SolSmart designation setting it apart in its commitment to encouraging alternative energy sources.

**RESOLVED** this 13th day of May, A.D., 2019.

**TOWNSHIP OF HAVERFORD**

**BY:**

  
\_\_\_\_\_  
Andy Lewis, President

  
\_\_\_\_\_  
David R. Burman

**ATTEST:** David R. Burman  
Township Manager/Secretary

## ARTICLE VI

**Department of Code Enforcement****§ 4-407. Function.**

The Department of Code Enforcement shall be responsible for the protection of persons and property within the Township through the general administration and enforcement of building and related structural and land use codes.

**§ 4-408. Designation of department head.**

The Department of Code Enforcement shall be headed by a Director, who shall be responsible to the Township Manager and majority of the Board of Commissioners for the performance of the function of the Department. The Director and those acting as agents shall have the powers of Township police officers in reference to the authority to issue citations for the violation of those laws and ordinances that are within the scope of their employment to enforce. The Director and those acting as his agents shall have the authority to enter upon any premises for any purpose arising in connection with or in the performance of their duties.

**§ 4-409. Duties of Director.**

The duties of the Director shall be to:

- A. Enforce and administer building, electrical, plumbing, heating, housing, demolition, health, fire and such other related structural and land use codes as may be enacted by law or ordinance.
- B. Issue such licenses and permits as may be required by law or ordinance and obtain the countersignature of the Director of Public Works for those permits issued for work performed in the right-of-way of any Township street.
- C. Carry out those inspections of premises and facilities in the Township as necessary in the fulfillment of the above.
- D. Inspect eating and drinking establishments, food-vending machines and vehicles and retail food establishments and issue licenses to same.
- E. Consult and cooperate with the Health Advisory Board and the Department of Community Development in all matters affecting the health of Township residents as they relate to the function of the Code Enforcement Department.

## **Haverford Township**

### **Solar Photovoltaic Installation Permitting Checklist**

In order to process your permit application in an expeditious manner you must provide all of the required information regarding your proposal.

**The applicant (owner or system installer on behalf of owner) must complete the following steps:**

**Complete a building permit application:**

- Residential: <http://www.havtwp.org/PDFs/Codes/BuildingPermitApp.pdf>
- Commercial: <http://www.havtwp.org/PDFs/Codes/BuildingPermitApp.pdf>

**Assemble supporting documents for the building permit including:**

- Site Plan showing location showing location of major components on the property or roof
- Structural analysis of roof from a Design Professional (required for roof-mounted systems only)

**Complete an electrical permit application:**

<http://www.havtwp.org/PDFs/Codes/ElectricalPermitApp.pdf>

**Assemble supporting documents for electrical permit including:**

- Electrical One-Line Diagram (attached to electric permit)
- Attachment and/or Mounting Details
- Solar PV Module Specification Sheet
- Inverter Specification Sheet
- Pole or Ground Mount Information (if applicable)

**Assemble fees for building permit, note the following:**

- These fees are listed at: <http://www.havtwp.org/PDFs/Finance/FeeSchedule.pdf>
- Fees are due upon submittal of permit application
- Accepted methods of payment include: check or money order

**Assemble fees for electrical permit, note the following:**

- These fees are listed at: <http://www.havtwp.org/PDFs/Finance/FeeSchedule.pdf>
- Fees are due upon submittal of permit application
- Accepted methods of payment include: check or money order

**Prepare for method of delivery and submit both building and electrical applications together.**

**Acceptable delivery methods to submit application include:**

- Mail all materials to: Codes Department, 1014 Darby Rd. Havertown, Pa. 19083
- In person at: Codes Department, 1014 Darby Rd. Havertown, Pa. 19083. Hours of operations: 8:00 am to 4:00 pm Monday through Friday

As specified in the permit applications, contractors must be registered with the Pennsylvania State Attorney General's Office for Residential and licensed with Haverford Township for Commercial. Electrical contractors must be licensed with Haverford Township.

Permit applications will be reviewed and issued within 10 days of submission.

After receiving a permit, the applicant may proceed with installation of the solar PV system. Provide your assigned inspector 24 hours' notice for inspections. All permits must be posted in a visible location.

Once the system installation is complete, please contact your assigned inspector to schedule final inspection.

If you have questions regarding permit and application forms, please contact the Codes Office at 610-446-1000.

**SOLAR PV CONTRACTORS**  
**INSPECTORS CONTACT LIST**

1. Attached permit must be posted at the job site before start of any work. If not, job will be stopped and fines or penalty will be levied
2. Please note per 2015 ICB/IRC it is the contractor's responsibility to request all inspections
3. After the final inspection a final inspection form will be issued.

**ALL INSPECTIONS ARE DONE WITHIN 24 HOURS OF REQUEST.**

**Please call 610.446.1000**

Your inspector is:

_____	Steve Poole	ext: 2251
_____	Steve Andrien	ext: 2271
_____	Joe Celia	ext: 2270

**The person responsible for the permit must be at the site during the inspection.  
Inspections are done Monday- Friday during the following times:**

<b>9:00</b>	<b>1:00</b>
<b>9:30</b>	<b>1:30</b>
<b>10:00</b>	<b>2:00</b>
<b>10:30</b>	<b>2:30</b>
<b>11:00</b>	

# Township of Haverford

1014 Darby Road  
Havertown, PA 19083  
(610) 446-1000



Trade License # \_\_\_\_\_

Executed Contract \_\_\_\_\_

Certificate Use & Occ \_\_\_\_\_

Plans \_\_\_\_\_ Specs \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_ Permit No. \_\_\_\_\_ Act 13 Fee \$ \_\_\_\_\_

Validated

## APPLICATION FOR PERMIT FOR ADDITIONS, ALTERATIONS, REPAIRS, FENCES AND ACCESSORY STRUCTURES AND DEMOLITIONS, ETC.

Residential \_\_\_\_\_ Commercial \_\_\_\_\_

If Commercial: Professional Accessibility Drawings Included: YES \_\_\_\_\_ NO \_\_\_\_\_

The undersigned applies for a permit to construct the following work (Give exact location):

Street and number: \_\_\_\_\_

Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_

Give definite particulars as to work proposed and materials used:

SOLAR

Dumpster in street? \_\_\_\_\_ Dumpster on Property? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ESTIMATED COST \$ \_\_\_\_\_ START DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

All provisions to the Building and Zoning Codes will be complied with, whether specified herein or not

Property Owner \_\_\_\_\_ Address \_\_\_\_\_

Contractor \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Applicant \_\_\_\_\_ Address \_\_\_\_\_

Homeowner Signature \_\_\_\_\_ Date \_\_\_\_\_

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**This document shall verify that the above-reference individual(s) is/are the Property Owners of the Property indicated within the Project Information Section and have identified the Contractor to serve as their duly authorized Agent for the submission of this Permit**

**ALL INSPECTIONS ARE PERFORMED WITHIN 48 HOURS OF SCHEDULING**

Applicant must draw sketch of house and any outbuildings on the lot, existing or to be erected, and indicated dimensions from each building to each property line and between buildings.

REAR PROPERTY LINE



FRONT PROPERTY LINE

Corner Property? YES \_\_\_\_\_ NO \_\_\_\_\_

Notwithstanding the issuance of this permit or approval of plans, it is understood and agreed that all provisions of the Building and Zoning Codes will be complied with, whether specified herein or not.

\_\_\_\_\_  
(APPLICANT'S SIGNATURE)

<b>ELECTRICAL PERMIT</b> <b>All Electrical Installations Require rough and final electrical township inspection and underwriters agency approval</b>	<b>TOWNSHIP OF HAVERFORD</b> Department of Code Enforcement 1014 Darby Road Havertown, PA 19083 (610) 446-1000	Permit #
		Est Cost
		Fee
Location	Use of Premises	
Name of Installer	Address of Installer	Zoning District
Name of Property Owner	Address of Property Owner	
Inspection Agency		

\_\_\_ 1 FAMILY \_\_\_ 2 FAMILY \_\_\_ 3 FAMILY \_\_\_ APT BLDG \_\_\_ PUBLIC BLDG \_\_\_ BUS BLDG \_\_\_ ALTERATION  
 \_\_\_ REPAIR \_\_\_ REPLACEMENT \_\_\_ NEW CONSTRUCTION

Type of Electrical Work	Date

This document shall verify that the above-reference individual(s) is/are the Property Owners of the Property indicated within the Project Information Section and have identified the Contractor to serve as their duly authorized Agent for the submission of this Permit

I HEREBY CERTIFY THAT THE STATEMENTS CONTAINED HEREIN ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF  _____ Homeowner Signature  _____ Contractor Signature	_____ Approved By:	Date Completed  _____