



**MILWAUKIE BUILDING DIVISION**  
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# CHECKLIST FOR PRESCRIPTIVE ROOF- MOUNTED SOLAR SYSTEMS

Project Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

Submittal Documents	
<b>Site Plan</b>	<input type="checkbox"/> Show the location of the PV system in relation to buildings, structures, property lines, and, as applicable, flood hazard areas.
<b>Submittal Documents</b>	<input type="checkbox"/> Plans, including information regarding roof framing (truss/rafter size, type and spacing), array & roof areas, required pathways, and PV module system racking attachment.
	<input type="checkbox"/> System must be shown in sufficient detail and clarity to assess whether it meets the prescriptive construction requirements as detailed in the checklist.
	<input type="checkbox"/> Submitted documents must be in PDF format.

Geographic Information			
<b>Flood Hazard Areas</b>	Is the installation located in a floodplain or floodway?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", <b>does not</b> qualify as prescriptive.
<b>Wind Exposure</b>	Is the wind exposure "C" or less?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.
<b>Ground Snow Load</b>	<input type="checkbox"/> Array to be installed on habitable structure(s)	Is the ground snow load 70 psf or less? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.
	<input type="checkbox"/> Array to be installed on the non-habitable accessory structure(s)	Is the ground snow load 50 psf or less? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.

PV Module & Racking Information			
PV Manufacturer:		Model No:	
Racking Manufacturer:		Model No:	
System Capacity (KVA):		Micro Inverters? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Weight</b>	Is the combined weight of the PV modules and racking less than or equal to 4.5 psf?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes," qualifies for the prescriptive path.
<b>Layout</b>	Is the proposed layout in accordance with Section 3111.5.3 of the 2014 Oregon Structural Specialty Code?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.
<b>Height</b>	Is the measurement from top of the module to the roof surface 18 inches or less?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.

<b>Structural Information</b>			
<b>Type of construction</b>	Is the building wood framed with "conventional light frame" construction? (Note: Mfd. Dwellings do not qualify as "conventional light frame" construction)	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for prescriptive path.
<b>Roof framing members</b>	<input type="checkbox"/> Engineered trusses	Is the spacing 24 inches or less? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.
	<input type="checkbox"/> Conventional hand-cut rafter framing.	Is the spacing 24 inches or less? <input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for prescriptive path.
<b>Roofing Material</b>	Check the type of roofing material	<input type="checkbox"/> Composition shingles (Two layers maximum)  <input type="checkbox"/> Wood shingle/shake (One layer maximum)  <input type="checkbox"/> Metal (Provide racking attachment details)	If roofing material is one of the three types checked, qualifies for the prescriptive path.
<b>Connections of the solar assembly to the roof</b>	Will the roof mounted solar assembly connect directly to roof framing or blocking?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If "Yes", qualifies for the prescriptive path.

I or my agent have visually inspected and performed sufficient research regarding the project location, type of construction, roof framing, and roofing materials at the proposed jobsite and certify that information provided above is accurate.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Date: \_\_\_\_\_