



Solar Permitting Checklist

Thank you for considering solar for your home or business. This checklist is a guide of everything you will need to successfully install your solar based on our zoning and permitting process. For solar installation you will need to apply for both a building and electrical permit and schedule inspections for each of those permits.

If you have any questions please contact the inspectional services department in Town Hall on the second floor. Monday, Tuesday, and Thursday from 8am - 3:30 pm and Wednesdays from 8 am to 7 pm. Remember the Town Hall is closed on Fridays. Questions can also be answered over the phone at (508) 881. 0100 x 7123.

What type of permit:

- Residential
 - Rooftop
 - Ground Mount
- Commercial
 - Rooftop
 - Ground Mount

Residential:

Documents Required:

Building:

- Building Permit Application
https://www.mapsonline.net/simplicity/building_permits.php?use_react=yes&client=ashlandma
- Site Set Plans with Solar System signed by Engineer
 - Property Lines and Physical features including Roads
 - Proposed changes to the Landscape for Site
 - Specifications Sheet for panels, Railing/ Racking System, and Inverters
- Workers Compensation Insurance Affidavit (completed and signed)
- Estimated Cost of Project
- Operation and Maintenance Plan
- Name, Phone Number, and Address of System Installer

Electrical:

- Electrical Permit Application
https://www.mapsonline.net/simplicity/building_permits.php?use_react=yes&client=ashlandma
- Insurance Liability
- Electrical Diagram showing the array configuration, DC/AC grounding system, inverters, conduit and wiring from inverter to utility connection, point of connection attachment method, array wiring, and combiner/ junction box.

Once the application is filled out you will need to schedule an inspection with both inspectors.

You can schedule inspections by emailing the building inspector dscott@ashlandmass.com

Is the property a Historical property?

Depending on the age of the property, reach out to inspectional services to determine if you need a special permit.

Application Fee:

\$15 for every \$1,000 of the project cost

PAYMENT CAN NOT BE MADE ONLINE. You must pay by check, money order, or cash in the exact amount. Checks can be made out to the Town of Ashland.

Commercial:

Documents Required:

Building:

- Building Permit Application
https://www.mapsonline.net/simplicity/building_permits.php?use_react=yes&client=ashlandma
- Site Set Plans with Solar System signed by Engineer
 - Property lines and physical features including roads
 - Proposed changes to the landscape for site
 - Zoning District Designation
 - Specifications Sheet for panels, Railing/ Racking System, and Inverters
- Workers Compensation Insurance Affidavit (completed and signed)
- Estimated Cost of Project
- Operation and maintenance plan
- Name, phone number, and address of system installer

Electrical:

- Electrical Permit Application
https://www.mapsonline.net/simplicity/building_permits.php?use_react=yes&client=ashlandma
- Insurance Liability
- Electrical Diagram showing the array configuration, DC/AC grounding system, inverters, conduit and wiring from inverter to utility connection, point of connection attachment method, array wiring, and combiner/ junction box.

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After getting approval from the wiring inspector the installer will get a certificate to be submitted to Eversource. Eversource will set up a net meter on site along with authorization to interconnect. Once there is approval for interconnection the system will be online.

This checklist is not for large-scale ground mounts that are 250 DC MW and above. Projects of that size have their own permitting process and must seek approval from the planning board.