



DIVISION OF  
ENGINEERING & CONSTRUCTION MANAGEMENT  
PLAN REVIEW | PERMITTING | ENGINEERING | CONSTRUCTION

## SOLAR/ALTERNATIVE ENERGY POLICY

The following is a general guideline regarding solar systems. We have tried to simplify the process as much as possible to facilitate easy application process for both the public and our staff. This policy is effective immediately.

### Definitions:

- **Small Wind Energy System** – means a single-towered wind energy system that:
  - is used to generate electricity
  - has a rated nameplate capacity of (50) kilowatts or less: and
  - has a total height of one hundred fifty (150) feet or less.
- **Solar Array** – a ground mounted solar collection system consisting of a linked series of photovoltaic modules.
- **Solar Collection System** – a panel or other solar energy device, the primary purpose of which is to provide for the collection, inversion, storage, and distribution of solar energy for electricity generation, space heating, space cooling or water heating.
- **Solar Energy Generating System (SEGS)** – a grid-tie solar facility consisting of multiple solar arrays whose primary purpose is to generate electricity for distribution and/or sale into the public utility grid and not for onsite consumption.

### Agricultural Buildings

- Solar installations on the roofs of bona fide agricultural buildings will not require a building permit
- Related mechanical, electrical and/or plumbing permits will be required for any trade work
- No signed and sealed engineering analysis will be required for the roof structures for roof mounted systems
- Any mechanical, electrical and/or plumbing plans that are required, the plans will be permitted to be drawn up by a Washington County licensed master tradesman (or Maryland licensed with a reciprocating agreement with Washington County). The trade plans shall be signed by the Master tradesman and shall include their license number.

### Work Order Number

- Potomac Edison requires a work order number for ALL solar system installations
- Applicants must apply for the number online at [www.firstenergycorp.com/feconnect/potomacedison.html](http://www.firstenergycorp.com/feconnect/potomacedison.html)
- A generation interconnection application number will be given (GEN-MD-xxx)
- This number must be submitted prior to obtaining the final electrical inspection

### Solar Water Heaters

- Installation of a solar water heater requires a plumbing permit in addition to the following:

80 West Baltimore Street | Hagerstown, MD 21740-6003 | P: 240.313.2460 | TDD: 711

### **Solar Panels for Roof and Ground Mounted Installations**

1. BOTH building and electrical permits are required

**a. Application shall include:**

1. Scaled Plot Plan (ONLY IF FREE STANDING)
2. Physical size and number of panels (see section 4.25)
3. Size of the system in KW's (Kilowatts)
4. Drawing showing the "foot print" of the existing building (see section 4.25 (3))
5. If system is to be installed on or attached to an existing structure, sealed engineering design indicating structural sufficiency to accommodate additional loading.
6. Manufacturer's installation instructions (including engineering if required)
7. Make sure that the question referring to solar easement has been answered. (Section 4.25 #(8)) on both application and on table screen. (yes/no check box) (electrical permit only)
8. If system is less than 373 KW and is installed with equipment that prevents the flow of electricity to the system when the system is out of service, Public Service Commission approvals NOT required. (electrical permit only)

**b. Fees**

1. Residential – Electrical Permit \$80 plus \$50 for 1- 10 KW. - \$75 for every additional 20 KW
2. Residential Building Permit - \$50 (no application or tech fee.)
3. Commercial Electrical Permit - \$140 plus \$100 for first 25 KW - \$75 for every additional 20 KW
4. Commercial Building - \$100 ( no application or tech fee)

### **Wind Turbines**

2. BOTH Building and electrical permits are required

**a. Application shall include:**

1. Scaled Plot Plan
2. Physical size and number of turbines (see section 4.24(a)(1-12))
3. If system is to be installed on or attached to an existing structure, sealed engineering design indicating structural sufficiency to accommodate additional loading.
4. Manufacturer's installation instructions (including sealed engineering)
5. If the Wind Energy System is to be connected to the main power grid and system is less than 373 KW and is installed with equipment that prevents the flow of electricity to the system when the system is out of service,

Public Service Commission approvals NOT required. (electrical permit only)

6. Sealed engineered design for foundation construction.

**b. Fees**

1. Residential – Electrical \$80 plus \$100 for each turbine
2. Residential – Building \$ 50 (no application or tech fee)
3. Commercial – Electrical \$140 plus \$300 for each turbine
4. Commercial – Building \$100 (no application or tech fee)

**Rev: 2-3-16**