



# Town of Camp Verde

## Community Development Department – Building Division

◆ 473 S. Main Street, Suite 108 ◆ Camp Verde, Arizona 86322 ◆  
◆ Telephone: 928.554.0050 ◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

## RESIDENTIAL SOLAR PERMIT APPLICATION

In order to process a residential solar permit application, the following information must be submitted:

- Completed Application Packet** - including project information, property information, property owner information, applicant information, contractor information, plot plan sketch and *if applicable*:
  - Designation of Agent
  - Soils Classification Waiver
  - Solar Photovoltaic Permit Application
  - Yavapai County Solar Flood Application (if applicable)
- One (1) Set of Electronic PDF Construction Documents (Plans)**
- Two (2) Sets of Construction Documents (Plans)**
  - Plans must be submitted on a minimum of 8 ½" x 11" size paper. Plans shall be legible and easy to read, and of sufficient clarity to indicate the location, nature and extent of the work proposed.
  - Cover Sheet** – Including the Following Information:
    - Contacts (Principal, Company Name, Address & Phone Number)
    - Parcel Number, Site Address, Owners Name, Address and Phone Number
    - Sheet Index and Project Data (Including Codes Referenced, Zoning, Use, Occupancy, Building Height, Construction Type, Square Footages, Building Area, Setbacks, Sprinklers, etc.)
  - Parcel Site Plan** - Including An 8.5" x 11" Plot Plan Drawn to Scale or Dimensioned Indicating the Following:
    - Assessor's Parcel Number and Project Address
    - Scale Used (May Be Engineer Or Architect's Scale, no less than 1"=50')
    - Direction of North
    - Parcel Diagram (Including Property Lines and Dimensions)
      - Label front of property.
      - Label adjacent streets or alleys.
      - Indicate location and dimensions of easements that apply with proof of legal access.
      - Indicate ingress/egress (driveway locations).
      - Indicate existing topographical contours (solid line) and proposed contours (dashed line).
      - Indicate the location of any terrain features that affect placements including washes, creeks or ditches within twenty (20) feet of the building site.
      - Indicate dimension and setbacks of all buildings to property lines and between new and existing structures.
      - Indication location of septic tank and leach lines (including dimensions, size and setback or distance from proposed building).
      - Indicate location of well.
      - Indicate location of propane tanks (including dimensions, size and setback or distance from proposed structure).
      - Indicate any required cut and fills and cubic yards of each.
  - Detailed Site Plan** – Including Existing & Proposed Arrays (Include Dimensions of Arrays, Distance Between Arrays, Distance from Ridge/Eaves, Distance from Array to Property Lines, etc.)
    - Indicate Location of All Proposed Equipment (Including Panels, J-Boxes/Combiner Boxes, Conduit, Disconnects, Meters, etc.)
  - Foundation Plan** – Including Section of Footing & Foundation (If Applicable)
  - Framing Plan** – Including Cut Sections Detailing Roof Framing & Provide Roof Load/Uplift Calculations (If Applicable)
  - Electrical Plan** – Including One- and Three-Line Wiring Diagrams & Load Calculations
  - Equipment Specifications/Manufacturer's Installation Manuals** – Include Equipment Specification Sheets with UL Listing Information and/or Manufacturer's Installation Manual on All System Components.
- Soils Classification** - By A Geotechnical (Soils) Engineer (ground mount - if applicable)
  - Required for all residential structures exceeding 500 sq. ft. Note: When required by the Building Official, a Soils Investigation Report shall be submitted if Soils Classification proves soil conditions necessitate such report.
- Two (2) Sets of Structural Calculations or Engineer's Stamped Letter**
- Deposit** will be collected upon submittal of application in accordance with the current adopted fee schedule.

Additional Information May Be Required as Determined by The Building Official. A Separate Permit Will Be Required for All Deferred Submittal Items.

**AN INCOMPLETE APPLICATION WILL CAUSE YOUR PERMIT TO BE DELAYED**  
**Note: All contractors must have a valid ROC License in the State of Arizona. A Town issued Business License is also required to perform services in the Town of Camp Verde.**

**Note: 9-495.** Arizona Revised Statute In any written communication between a city or town and a person, the city or town shall provide the name, telephone number and email address of the employee who is authorized and able to provide information about the communication if the communication does any of the following:

1. Demands payment of a tax, fee, penalty fine or assessment;
2. Denies an application for a permit or license that is issued by the city or town; or
3. Requests corrections, revisions or additional information or materials needed for approval of any application for a permit, license or other authorization that is issued by the city or town.

An employee who is authorized and able to provide information about any communication that is described above shall reply within five (5) business days after the city or town receives that communication.



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939





# Town of Camp Verde Community Development

♦ 473 S. Main Street, Suite 108 ♦ Camp Verde, Arizona 86322 ♦  
♦ Telephone: 928.554.0050 ♦ [www.campverde.az.gov](http://www.campverde.az.gov) ♦

OFFICIAL USE ONLY:

PERMIT NUMBER: \_\_\_\_\_

TIME/DATE STAMP: \_\_\_\_\_

## APPLICATION FOR PERMIT

### PROJECT INFORMATION:

PROJECT TYPE:  RESIDENTIAL  COMMERCIAL  ADDITION  ALTERATION/REMODELING  DEMOLITION  NEW  OTHER

DESCRIPTION OF PROJECT: \_\_\_\_\_ VALUATION: \$ \_\_\_\_\_

HAS CONSTRUCTION STARTED ON THIS PROPERTY:  YES  NO SQUARE/LINEAR FOOTAGE: \_\_\_\_\_ BLDG HEIGHT: \_\_\_\_\_

### PROPERTY INFORMATION:

PARCEL NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ PHYSICAL ADDRESS: \_\_\_\_\_

PROPANE  NATURAL GAS  ALL ELECTRIC

SANITATION SERVICE PROVIDED BY:

CAMP VERDE WASTEWATER (SEWER) PERMIT # \_\_\_\_\_  SEPTIC SYSTEM PERMIT # \_\_\_\_\_

*Note: Sewer connection permits must be obtained directly from the Camp Verde Waster Water Division. Please contact the Waste Water Division at (928) 567-6794. Septic permits must be obtained directly from Yavapai County Development Services. Please contact Yavapai County at (928) 639-8151 or [www.yavapai.us](http://www.yavapai.us).*

WATER SERVICE PROVIDED BY:

CAMP VERDE WATER COMPANY  VERDE LAKES WATER COMPANY  WELL – PERMIT NUMBER: \_\_\_\_\_

*Note: Well licensing information can be obtained through Arizona Department of Water Resources (ADWR). Please contact ADWR at (602) 771-8500 or [www.azwater.gov](http://www.azwater.gov).*

### PROPERTY OWNER INFORMATION:

OWNER(S) NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ PHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-MAIL: \_\_\_\_\_

*Note: If you recently purchased this property and Yavapai County does not yet reflect you as the current property owner, you will be required to show proof of ownership documentation at the time of application submittal.*

### APPLICANT INFORMATION:

OWNER  TENANT  AGENT  CONTRACTOR  OTHER

APPLICANT NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ PHONE: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ E-MAIL: \_\_\_\_\_

*Attention Applicant: If you are not the property owner, you must have something in writing from the property owner granting you permission to act on their behalf as agent. Or the following Designation of Agent clause must be signed by the property owner:*

### DESIGNATION OF AGENT

WHEREAS, the above property owner is seeking to develop or improve real property within the municipal limits of the Town of Camp Verde, Yavapai County, Arizona, which will require the filing, processing, and payment of certain zoning, construction and inspection permits and reports, both from the Town and related agencies, and WHEREAS, the owner elects to designate an agent with authority to file and process all necessary permits and information related to property zoning and improvement, including the authority to pay fees and consent to inspections, NOW THEREFORE, the undersigned owner hereby designates:

\_\_\_\_\_, whose address is: \_\_\_\_\_,

whose email is: \_\_\_\_\_, whose phone number is: \_\_\_\_\_,

agent to file the permit applications and related documents with the Town of Camp Verde, with such authority to continue until the application process is complete or as may be earlier revoked in writing.

OWNER NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CONTRACTOR INFORMATION:**

ARS §32-1169. Local proof of valid license; violation; penalty. A. Each county, city, or other political subdivision or authority of this state or any agency, department, board or commission of this state which requires the issuance of a building permit as a condition precedent to the construction, alteration, improvement, demolition or repair of a building, structure or other improvement to real property for which a license is required under this chapter, as part of the application procedures which it utilizes, shall require that each applicant for a building permit file a signed statement that the applicant is currently licensed under the provisions of the chapter with the applicant's license number and the applicant's privilege license number required pursuant to ARS Section §42-5005. If the applicant purports to be exempt from the licensing requirements of this chapter, the statement shall contain the basis of the asserted exemption and the name and license number of any general, mechanical, electrical or plumbing contractor who will be employed on the work. The local issuing authority may require from the applicant a statement signed by the registrar to verify any purported exemption. B. The filing of an application containing false or incorrect information concerning an applicant's contractor's license or transaction privilege license with the intent to avoid the licensing requirements of this chapter is unsworn falsification pursuant to ARS Section§13-2704.

**I AM CURRENTLY A LICENSED CONTRACTOR:**

NAME: \_\_\_\_\_ COMPANY NAME: \_\_\_\_\_

ROC LICENSE NUMBER: \_\_\_\_\_ LICENSE CLASS: \_\_\_\_\_ TOWN BUSINESS LICENSE #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

Note: All contractors performing work within the Town of Camp Verde are required to obtain a Town Business License. Town Business Licenses can be obtained through the Clerk's Office at 473 S. Main St. Ste. 102, Camp Verde, AZ 86322.

**EXEMPTION FROM LICENSING:**

I am exempt from Arizona Contractors' License Laws on the basis of the license exemptions contained in ARS §32-1121A, namely:

- ARS §32-1121A.5 – I am the owner/builder of the property and the property will not be sold or rented for at least one year after completion of this project.
- ARS §32-1121A.6 – I am the owner/developer of this property and I will contract with a licensed general contractor to provide all construction services.
  - o All contractors' names and license numbers will be included in all sales documents.
- Other – (Please Specify): \_\_\_\_\_

**I understand that the exemption provided by ARS §32-1121A.14 (The Handyman Exemption) does not apply to any construction project which requires a building permit and/or the total cost of materials and labor are \$1,000 or more.**

I will be using the following licensed contractors on this project:

GENERAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
ELECTRICAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
MECHANICAL CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS
PLUMBING CONTRACTOR	TOWN BUSINESS LICENSE NUMBER	ROC LICENSE NUMBER	LICENSE CLASS

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**BUILDING CODE REQUIREMENTS:**

2018 INTERNATIONAL BUILDING CODE (IBC) & APPENDIX J  
2018 INTERNATIONAL EXISTING BUILDING CODE (IEBC)  
2018 INTERNATIONAL FUEL GAS CODE (IFGC) & APPENDICES A, B, C, D  
2017 NATIONAL ELECTRICAL CODE (NEC)  
2018 INTERNATIONAL RESIDENTIAL CODE (IRC) & APPENDICES M, N, Q  
TOWN CODE CHAPTER 7 – BUILDING

2018 INTERNATIONAL ENERGY CONSERVATION CODE (IECC)  
2018 INTERNATIONAL FIRE CODE (IFC) & APPENDICES B, C, D  
2018 INTERNATIONAL MECHANICAL CODE (IMC) & APPENDIX A  
2018 INTERNATIONAL PLUMBING CODE (IPC) & APPENDIX F  
2018 INTERNATIONAL SWIMMING POOL AND SPA CODE (ISpsc)

Note: Applicant assumes all responsibility for complying with any deed restrictions (CC&R's) that may apply to the property.

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I DECLARE that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the Ordinances of the Town of Camp Verde. I realize that the information that I have stated heron forms a basis for the issuance of the Building Permit herein applied for and approval of any plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any provision of the Town Code or any other ordinance or to excuse the owner or his successors from complying therewith. WHERE NO WORK HAS COMMENCED WITHIN 180 DAYS AFTER THE ISSUANCE OF A PERMIT OR WHEN MORE THAN 180 DAYS LAPSES BETWEEN APPROVAL OF REQUIRED INSPECTIONS, SUCH PERMIT SHALL BE VOID. I hereby certify that I am the OWNER at this address or that, for the purposes of obtaining this approval; I am acting on behalf of the owner. All contract work on this project will be done by a contractor holding a valid privilege tax license issued by the Town of Camp Verde and contractor's license issued by the State of Arizona.

NAME: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**OFFICIAL USE ONLY:**

Building:	\$
Plan Review:	\$
Engineering:	\$
Fire:	\$
Zoning:	\$
Inv. Fee:	\$
ICC Valuation:	\$
Subtotal:	\$
3% Tech Fee:	\$
<b>Total Due:</b>	
<b>Deposit Amount:</b>	
<b>Balance Due:</b>	
<b>Application Taken By:</b>	

**PLOT PLAN SKETCH:**

Show lot/parcel lines and dimensions, adjacent streets and alleys, front of property, driveway, location of all proposed and existing buildings including dimensions, all building setbacks and distances between buildings, location of septic tank and leach lines, locations of incoming water yard lines and meter, electric yard line and meter, gas lines and tanks, any terrain features that affect placements, location and dimensions of easements and any washes, creeks or ditches within twenty (20) feet of the property.

PARCEL NUMBER \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

SCALE: \_\_\_\_\_  
NO SMALLER THAN 1" = 50'

INDICATE NORTH:



I/WE, \_\_\_\_\_, certify that I/WE are the Owner or Owner's Agent, that all information provided for this plot plan is correct and that this plot plan, as a part of the permit application, indicates all structures (including fences, walls, and pads), correct setback distances, legal access and easements, cuts, fills, drainage and any water course (including washes, drainage ditches, etc.) on or adjacent to the property within twenty (20) feet of any proposed or existing structure(s). I/WE, the Owner or Owner's Agent indemnify and hold harmless the Town of Camp Verde, its officers, agents and employees for any omissions knowingly or unknowingly made by the Owner, Applicant or Agent on this plot plan, resulting in the issuance of permit. I/WE understand that any items constructed in an easement, legal access area or right-of-way may be required to be removed. Furthermore, I/WE, the Owner or Owner's Agent understand that the Town of Camp Verde, its officers, agents and employees, will not be responsible for removal and replacement of said structure(s), AND removal/replacement of said structures will be at the Owner's expense. I/WE certify that the proposed construction will conform to the dimensions and uses shown and that no changes will be made without first obtaining approval.

OWNER/AGENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

OFFICIAL USE ONLY:

PERMIT NUMBER: \_\_\_\_\_ APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



YAVAPAI COUNTY  
**FLOOD CONTROL DISTRICT**  
 www.yavapaiaz.gov/YCFlood



**RESIDENTIAL GRID-TIED SOLAR SYSTEM  
 ADMINISTRATIVE REVIEW FORM**

**PROPERTY INFORMATION**

ASSESSOR'S PARCEL NUMBER \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

**PROPERTY OWNER INFORMATION**

OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

APPLICANT / CONTRACTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CONTACT PHONE \_\_\_\_\_ CONTACT EMAIL \_\_\_\_\_

**SOLAR INFORMATION**

ROOF MOUNT  GRID-TIED  OFF GRID

GROUND MOUNT  GRID-TIED  OFF GRID

LEASED  YES  NO

VALUATION OF THE PROJECT \_\_\_\_\_

**NOTE: THIS FORM DOES NOT APPLY TO OFF GRID, COMMERCIAL, OR SOLAR SYSTEMS THAT ARE NOT INSTALLED BY AN ARIZONA LICENSED CONTRACTOR. IF THE SYSTEM REQUIRES AN ELECTRICAL UPGRADE, AN ADDITIONAL PERMIT IS REQUIRED THROUGH YAVAPAI COUNTY DEVELOPMENT SERVICES. CONTACT DEVELOPMENT SERVICES AT (928) 771-3214 FOR SUBMITTAL REQUIREMENTS.**

THIS FORM MAY BE SUBMITTED ELECTRONICALLY TO FLOOD.SOLAR@YAVAPAI.AZ.GOV, BY MAIL, OR IN PERSON AT OUR PRESCOTT OR COTTONWOOD OFFICE. THE FLOOD CONTROL DISTRICT DOES NOT APPROVE SOLAR PLANS OR PERFORM INSPECTIONS AND WILL CONTACT THE APPLICANT IF ADDITIONAL INFORMATION IS NEEDED. IT IS THE RESPONSIBILITY OF THE APPLICANT TO CONTACT THEIR LOCAL UTILITY COMPANY FOR FINAL APPROVAL AND TIE IN.

FOR OFFICE USE ONLY:

CLERK: \_\_\_\_\_ APPLICATION# \_\_\_\_\_ DEVELOPMENT PERMIT# \_\_\_\_\_

# Copper Canyon Fire and Medical District

26 W. Salt Mine Rd.  
CAMP VERDE, AZ 86322-0386  
BUSINESS 567-9401 • EMERGENCY 911

## Solar Photovoltaic Permit Application

### Section A, Site Information: Complete for all permits

Job Address:

\_\_\_\_\_ *Number and Street name, City/Town, Zip code*

Name of Building Owner: \_\_\_\_\_

Owner Address (Street): \_\_\_\_\_

Owner Address (City, State): \_\_\_\_\_

Zip Code: \_\_\_\_\_

Owner Phone Number: \_\_\_\_\_

( ) \_\_\_\_\_

### Section B, Project Information: Complete for all permits.

Roof Square Footage: \_\_\_\_\_ Array Square Footage: \_\_\_\_\_ All AC System?: Yes or No

Roof Style:  Hip Roof  Single Ridge Roof  Gable Roof

Roof Slope: \_\_\_\_\_

#### Roof Access:

Number of Roof Access Points \_\_\_\_\_

Width of Roof Access Points \_\_\_\_\_

Is the roof access point over a door or window? \_\_\_\_\_

Are roof access points located at strong points of building construction? \_\_\_\_\_

Are panels/modules located higher than 3' below the ridge? \_\_\_\_\_

#### Markings (Interior and Exterior)

Are all DC conduits, enclosures and raceways marked every 10 feet? \_\_\_\_\_

Are all DC cable assemblies, junction and combiner boxes marked? \_\_\_\_\_

Are all disconnects marked? \_\_\_\_\_

### Section C, Applicant, Project Contractor/Designer Information:

Installing Contractor:

\_\_\_\_\_ *Name*

\_\_\_\_\_ *Address*

\_\_\_\_\_ *Phone*

License Information: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

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

Phone \_\_\_\_\_

I hereby certify that the information contained within this application is correct and accurate.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_



# Copper Canyon Fire & Medical District

26B Salt Mine Road, Camp Verde, AZ 86322  
[www.ccfmd.az.org](http://www.ccfmd.az.org) Phone (928) 567-9401

## Fee Schedules Include 1 Plan Review, 1 re-submittal Unless Noted Below, 2 Inspections

<b>New Construction - within the Town of Camp Verde:</b> includes new construction and tenant improvements	40% of Town of Camp Verde plan review fee based on project valuation	
<b>New construction - within Yavapai County:</b> includes new construction and tenant improvements. Based on total square footage of the project	40% of Yavapai County plan review fee based on project valuation	
Expedited Plan Review fee		\$572 per Submittal
Additional Plan Review after Per plan		\$100 per hour, minimum 1 hour.
Permit renewal, no plan review required		\$100
Plan submittal not on this schedule		\$100 per hour, minimum 1 hour.
Preliminary Plan Review		\$0
Use Permit		\$75
<b><u>Subdivision Plans</u></b>		
Conceptual		\$0
Preliminary		\$75
Final Plat		\$75
<b><u>Fire Alarm Systems</u></b>		
New Installation.		\$483
Over 10,000 sq. ft. Base Fee +.03 per Sq Ft		
Fire Alarm Modifications		\$300
1-20 devices		
> 21 devices		
<b><u>Fire Sprinklers Systems-</u></b>		
NFPA 13 & 13R - Commercial		\$600
Up to 10,000 sq. ft + \$0.03 per sq ft over 10,000 sq ft.		



Commercial Fire Sprinkler Modifications	\$400
NFPA - 13D - 1 & 2 family dwellings	\$400
Up to 10,000 sq ft. Base fee + \$0.03 per sq ft	
<b><u>Kitchen Fire Suppression Systems</u></b>	
New Install: Kitchen Suppression Systems	Single system - \$283 Per Submittal additional systems - \$130 per Submittal
Modifications: Kitchen Suppression Systems	Single system - \$160 additional systems - \$100
<b><u>CO2 Beverage System</u></b>	\$250 Per Submittal
<b><u>Fire Pump</u></b>	
New install	\$358 Per Submittal
Fire Pump Modification	\$293 per Submittal
<b><u>Underground Fire Lines</u></b>	
Fire Main/ FDC	\$500 per submittal
<b><u>Water tank for Private/ Commercial Fire Protection</u></b>	\$209 Per Submittal
<b><u>Alternate Water Supply, per NFPA 1142.</u></b>	
New Install	\$500 Per Submittal
Additional flow test for more than one fire hydrant	\$40 per fire hydrant.
<b><u>Fire hydrant installation and flow.</u></b>	
Fire Hydrant Flow test.	\$121 per Submittal
<b><u>Alternative Systems</u></b>	\$450 Per Submittal
<b><u>Spray Booth or Dipping Operations</u></b>	
Pre-Manufactured	\$125
Non pre-manufactured	\$225
<b><u>Fire Department Access Gates (Commercial)</u></b>	
New Install - Access gate (Commercial)	\$250 Per Submittal
Additional Gate(s), same property	\$25 per gate
Modification - Access gate (Commercial)	\$100 Per Submittal
<b><u>Solar Photovoltaic Power Systems</u></b>	
New install or modifications (commercial)	\$250
Residential Installation	\$200
Liquid Propane Gas (commercial)	\$250
Modification of system	\$100
<b><u>Storage - Per site</u></b>	
Flammable/Combustible Liquids Storage New install or modification	\$150

Compressed Gasses New install or modification	\$150
Hazardous Material Storage New install or modification	\$150
High-Piled Combustible Storage New install or modification	\$150
<b><u>Tents or Membrane Structures In the 2018 IFC canopies are now defined as a tent.</u></b>	
Additional tent(s); same vendor, same location	\$50
<b><u>Blasting</u></b>	
3-day single project, no non-site storage	\$100
> 3-day single project, no non-site storage	\$100
Magazine Storage (Each site)	\$100
<b><u>Fireworks/Pyrotechnics Display.</u></b>	\$500 Per Display/Show
<b><u>Additional fee for operational standby may be required.</u></b>	
<b><u>Special Events, does not include any standby fees.</u></b>	
	\$100
After Hours Inspections	\$312
Additional Standby fees may be required.	
<b><u>Miscellaneous Fees:</u></b>	
<b><u>Note: These fees are at the discretion of the AHJ</u></b>	
Multi-Story Building Inspection-Fire Sprinkler and Fire Alarm	\$125 above 2 floors
Re-inspection not otherwise specified	\$125 per inspection
After-Hours Construction Inspection	\$75 per hour, per inspector Per floor
<b><u>Starting or completion of work without a work permit.</u></b>	300% of original permit fee
Fire-Watch/ Standby- Fire Code Official 4-Hour Minimum. Does not include operational standby	\$75 per Hour
<b><u>Out-of-District Fire Investigations</u></b> <b><u>(Does Not Apply to Mutual-aid Partners)</u></b>	Investigators hourly wage plus employee related expenses
<b><u>Records</u></b>	
Incident/ EMS / Fire Investigation Report	\$20
Photos	\$10
Public Records (per page)	\$0.10
Additional Charge to Mail Request	\$2



# Town of Camp Verde

## Community Development Department – Building Division

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◆ Telephone: 928.554.0050 ◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

*Solar Photovoltaic Applicants,*

*On October 17th, 2019 the Copper Canyon Fire & Medical District adopted the 2018 International Fire Code (IFC). All solar photovoltaic permit applications located within the Copper Canyon Fire & Medical District must comply with the new regulations.*

### **2018 INTERNATIONAL FIRE CODE (IFC)** **SOLAR PHOTOVOLTAIC REQUIREMENTS**

#### **2018 IBC PART 1 – SCOPE AND APPLICATION:**

##### **[A] 101.2 Scope.**

The provisions of this code shall apply to the construction, *alteration*, relocation, enlargement, replacement, *repair*, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

##### **[A] 105.1 Required.**

Any *owner* or owner's authorized agent who intends to construct, enlarge, alter, *repair*, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, *repair*, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the building official and obtain the required *permit*.

#### **2018 IFC SECTION 1204 - SOLAR PHOTOVOLTAIC POWER SYSTEMS**

##### **1204.1 General.**

Solar photovoltaic systems shall be installed in accordance with Sections 1204.2 through 1204.5, and the *International Building Code* or *International Residential Code*. The electrical portion of solar PV systems shall be installed in accordance with NFPA 70.

**NOTE:** Please refer to Sections R324 & M2301 of the International Residential Code.

##### **1204.2 Access and pathways.**

Roof access, pathways, and spacing requirements shall be provided in accordance with Sections 1204.2.1 through 1204.3.3. Pathways shall be over areas capable of supporting fire fighters accessing the roof. Pathways shall be located in areas with minimal obstructions, such as vent pipes, conduit or mechanical equipment.

##### **Exceptions:**

1. Detached, non-habitable Group U structures including, but not limited to, detached garages serving Group R-3 buildings, parking shade structures, carports, solar trellises and similar structures.
2. Roof access, pathways and spacing requirements need not be provided where the *fire code official* has determined that rooftop operations will not be employed.

##### **1204.2.1 Solar photovoltaic systems for Group R-3 buildings.**

Solar photovoltaic systems for Group R-3 buildings shall comply with Sections 1204.2.1.1 through 1204.2.1.3.

##### **Exceptions:**

1. These requirements shall not apply to structures designed and constructed in accordance with the *International Residential Code*.
2. These requirements shall not apply to roofs with slopes of 2 units vertical in 12 units horizontal or less.

##### **1204.2.1.1 Pathways to ridge.**

Not fewer than two 36-inch-wide (914 mm) pathways on separate roof planes, from lowest roof edge to ridge, shall be provided on all buildings. Not fewer than one pathway shall be provided on the street or driveway side of the roof. For each roof plane with a photovoltaic array, not fewer than one 36-inch-wide (914 mm) pathway from lowest roof edge to ridge shall be provided on the same roof plane as the photovoltaic array, on an adjacent roof pane or straddling the same and adjacent roof planes.

#### **1204.2.1.2 Setbacks at ridge.**

For photovoltaic arrays occupying 33 percent or less of the plan view total roof area, a setback of not less than 18 inches (457 mm) wide is required on both sides of a horizontal ridge. For photovoltaic arrays occupying more than 33 percent of the plan view total roof area, a setback of not less than 36 inches (914 mm) wide is required on both sides of a horizontal ridge.

#### **1204.2.1.3 Alternative setback at ridge.**

Where an automatic sprinkler system is installed within the dwelling in accordance with Section 903.3.1.3, setbacks at the ridge shall conform to one of the following:

1. For photovoltaic arrays occupying 66 percent or less of the plan view total area, a setback of not less than 18 inches (457 mm) wide is required on both sides of a horizontal ridge.
2. For photovoltaic arrays occupying more than 66 percent of the plan view total roof area, a setback of not less than 36 inches (914 mm) wide is required on both sides of a horizontal ridge.

#### **1204.2.2 Emergency escape and rescue openings.**

Panels and modules installed on Group R-3 building shall not be placed on the portion of a roof that is below an emergency escape and rescue opening. A pathway of not less than 36 inches (914 mm) wide shall be provided to the emergency escape and rescue opening.

#### **1204.3 Other than Group R-3 buildings.**

Access to systems for buildings, other than those containing Group R-3 occupancies, shall be provided in accordance with Sections 1204.3.1 through 1204.3.3.

**Exception:** Where it is determined by the *fire code official* that the roof configuration is similar to that of a Group R-3 occupancy, the residential access and ventilation requirements in Sections 1204.2.1.1 through 1204.2.1.3 are a suitable alternative.

#### **1204.3.1 Perimeter pathways.**

There shall be a minimum 6-foot-wide (1829 mm) clear perimeter around the edges of the roof.

**Exception:** Where either axis of the building is 250 feet (76 200 mm) or less, the clear perimeter around the edges of the roof shall be permitted to be reduced to a minimum width of 4 feet (1219 mm).

#### **1204.3.2 Interior pathways.**

Interior pathways shall be provided between array sections to meet the following requirements:

1. Pathways shall be provided at intervals not greater than 150 feet (45 720 mm) throughout the length and width of the roof.
2. A pathway not less than 4 feet (1219 mm) wide in a straight line to roof standpipes or ventilation hatches.
3. A pathway not less than 4 feet (1219 mm) wide around roof access hatches, with not fewer than one such pathway to a parapet or roof edge.

#### **1204.3.3 Smoke ventilation.**

The solar installation shall be designed to meet the following requirements:

1. Where nongravity-operated smoke and heat vents occur, a pathway not less than 4 feet (1219 mm) wide shall be provided bordering all sides.
2. Smoke ventilation options between array sections shall be one of the following:
  - 2.1 A pathway not less than 8 feet (2438 mm) wide.
  - 2.2 Where gravity-operated dropout smoke and heat vents occur, a pathway not less than 4 feet (1219 mm) wide on not fewer than one side.
  - 2.3 A pathway not less than 4 feet (1219 mm) wide bordering 4-foot by 8-foot (1219 mm by 2438 mm) venting cutouts every 20 feet (6096 mm) on alternating sides of the pathway.

#### **1204.4 Ground-mounted photovoltaic panel systems.**

Ground-mounted photovoltaic panel systems shall comply with Section 1204.1 and this section. Setback requirements shall not apply to ground-mounted, free-standing photovoltaic arrays. A clear, brush-free area of 10 feet (3048 mm) shall be required for ground-mounted photovoltaic arrays.

#### **1204.5 Buildings with rapid shutdown.**

Buildings with rapid shutdown solar photovoltaic systems shall have permanent labels in accordance with Sections 1204.5.1 through 1204.5.3.

#### **1204.5.1 Rapid shutdown type.**

The type of solar photovoltaic system rapid shutdown shall be labeled with one of the following:

1. For solar photovoltaic systems that shut down the array and the conductors leaving the array, a label shall be provided. The first two lines of the label shall be uppercase characters with a minimum height of 3/8 inch (10 mm) in black on a

yellow background. The remaining characters shall be uppercase with a minimum height of 3/16 inch (5 mm) in black on a white background. The label shall be in accordance with Figure 1204.5.1(1) and state the following:

SOLAR PV SYSTEM EQUIPPED WITH  
RAPID SHUTDOWN. TURN RAPID  
SHUTDOWN SWITCH TO THE "OFF"  
POSITION TO SHUT DOWN PV SYSTEM  
AND REDUCE SHOCK HAZARD IN  
ARRAY.

- For photovoltaic systems that only shut down conductors leaving the array, a label shall be provided. The first two lines of the label shall be uppercase characters with a minimum height of 3/8 inch (10 mm) in white on a red background and the remaining characters shall be capitalized with a minimum height of 3/16 inch (5 mm) in black on a white background. The label shall be in accordance with Figure 1204.5.1(2) and state the following:

THIS SOLAR PV SYSTEM EQUIPPED WITH  
RAPID SHUTDOWN. TURN RAPID  
SHUTDOWN SWITCH TO THE "OFF"  
POSITION TO SHUT DOWN CONDUCTORS  
OUTSIDE THE ARRAY. CONDUCTORS  
WITHIN ARRAY REMAIN  
ENERGIZED IN SUNLIGHT.

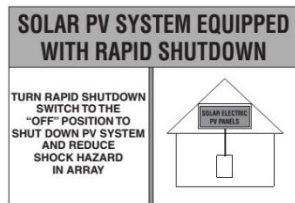


FIGURE 1204.5.1(1)

LABEL FOR SOLAR PV SYSTEMS THAT REDUCE SHOCK HAZARD WITHIN ARRAY AND SHUT DOWN CONDUCTORS LEAVING ARRAY

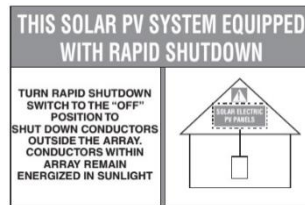


FIGURE 1204.5.1(2)

LABEL FOR SOLAR PV SYSTEMS THAT ONLY SHUT DOWN CONDUCTORS LEAVING THE ARRAY

#### 1204.5.1.1 Diagram.

The labels in Section 1204.5.1 shall include a simple diagram of a building with a roof. Diagram sections in red signify sections of the solar photovoltaic system that are not shut down when the rapid shutdown switch is turned off.

#### 1204.5.1.2 Location.

The rapid shutdown label in Section 1204.5.1 shall be located not greater than 3 feet (914 mm) from the service disconnecting means to which the photovoltaic systems are connected, and shall indicate the location of all identified rapid shutdown switches if not at the same location.

#### 1204.5.2 Buildings with more than one rapid shutdown type.

Solar photovoltaic systems that contain rapid shutdown in accordance with both items 1 and 2 of Section 1204.5.1 or solar photovoltaic systems where only portions of the systems on the building contain rapid shutdown, shall provide a detailed plan view diagram of the roof showing each different photovoltaic system and a dotted line around areas that remain energized after the rapid shutdown switch is operated.

#### 1204.5.3 Rapid shutdown switch.

A rapid shutdown switch shall have a label located not greater than 3 feet (914 mm) from the switch that states the following:

RAPID SHUTDOWN SWITCH  
FOR SOLAR PV SYSTEM

