



RE-ROOF PERMIT # \_\_\_\_\_

Homeowner Re-roofing Clearance Form
For a residence with an existing rooftop solar photovoltaic (PV) system

In order to process a permit for a re-roofing project with an existing rooftop solar photovoltaic system, please provide the following information and compliance certification signed by the homeowner.

Property address: \_\_\_\_\_

Homeowner's name: \_\_\_\_\_ Phone: \_\_\_\_\_

The existing solar photovoltaic system installed on my home is:

- Owned
Leased Name of leasing company \_\_\_\_\_

For leased systems, it is the homeowner's responsibility to notify the leasing company and make arrangements with them to have the rooftop modules and racking system temporarily removed to allow for the installation of the new roofing. Upon completion of the re-roof the leasing company must re-install the modules in the original location on the roof. The re-installation shall be done with a separate Solar permit. The re-roof permit will NOT be finalized until the PV system has been re-installed and inspected. Any modification to the original system requires plan review for code update, in addition to a separate Solar permit.

For owned systems, a licensed C-46 solar contractor, C-10 electrical contractor, an 'A' general engineering contractor or a 'B' general building contractor, must be employed to remove and re-install the rooftop modules. Modules must be re-installed in the original location on the roof. The re-installation shall be done with a separate Solar permit. The re-roof permit will NOT be finalized until the PV system has been re-installed and inspected. Any modification to the original system requires plan review for code update, in addition to a separate Solar permit.

Note: A C-39 roofing contractor or homeowner cannot remove and re-install the PV system.

COMPLIANCE CERTIFICATION

As the homeowner of the above residence, I agree to comply with the above requirements for removing and re-installing the existing solar photovoltaic system. The removal and re-installation shall be done with a separate Solar permit. I also understand that any modifications to the existing system, including changing the location, adding new modules, or upgrading any of the equipment will require a plan review for code update and a separate Solar permit and from the City of Agoura Hills Building & Safety.

HOMEOWNER SIGNATURE

DATE

THIS FORM MUST BE COMPLETED BY THE HOMEOWNER AND SUBMITTED TO BUILDING & SAFETY BEFORE THE PERMIT FOR THE RE-ROOF CAN BE ISSUED.