



City of Auburndale

Solar Photovoltaic Guidelines

Revised September 2021

Please include the following items in the order shown below.

Permit Applications

- Solar Photovoltaic Permit Application
- Electrical Permit Application

Complete all information on the Solar Photovoltaic Permit Application. If information requested does not apply to the construction being performed, insert “N/A” for “not applicable”. If a receptacle must be added, then an electrical permit is needed. An Electrical Permit Application will have to be filled out. For further information or questions, contact the Permitting Division at 863-965-5530 or permit@auburndalefl.com

Owner-Builder Affidavit

Applicable to owner/builders only. An Owner-Builder Affidavit is a legally binding oath required by Florida Statute, which you are required to execute to be issued a building permit in your name. The Disclosure Statement affirms your certification of compliance with the limitations imposed upon you by [Florida Statute 489.103\(7\)](#) to be exempt from professional licensure requirements as an Owner/Builder.

Plan Requirements

Please see Solar Photovoltaic Permit Submittal Checklist. They must include all manufacturer specification and installation sheets.

Panel Locations

They must include detailed schematics of how the panels are fastened to the roof, wind load certification and penetration flashing.

Notice of Commencement

Before you can obtain the first inspection, the Notice of Commencement must be submitted to the City of Auburndale Construction Services.

Customers, please send questions, comments, and suggestions for this checklist to permit@auburndalefl.com. We update this list periodically.