



Specializing in Fire, Building, and Life Safety

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Commercial Ground-Mounted Solar PV – Plan Review Submittal Checklist

This checklist covers typical requirements for fire districts and fire departments found in the IFC. The checklist does not include those items typically required by building and electrical code officials in a jurisdiction.

Permit Application Package

- ☐ Completed building permit application (from local jurisdiction)
- ☐ Scope of work description

Site/Civil Plans

- ☐ Property address
- ☐ North arrow and scale
- ☐ Locations of electrical service equipment, meters, transformers, and disconnects
- ☐ Fire access roads and site fire lanes – All equipment including and related to the solar modules and arrays shall be located within 150-feet of approved fire department access roads except where modified by the local fire department or fire district.
- ☐ Locations of any ground equipment/ESS (if included)
- ☐ Array dimensions and spacing
- ☐ Fire access roads sized to a minimum width of 20-feet except where modified by the local fire department or fire district.
- ☐ All access points with a minimum width of 20-feet onto the site from public roadways.
- ☐ Verification that all fire access roads can support the imposed load of the heaviest fire apparatus that the local fire department or fire district will place on the road surface. Contact the local fire department or fire district for additional information.
- ☐ Provide a fire apparatus movement drawing demonstrating that the largest fire apparatus of the fire department or fire district that may be used on-site can negotiate the provide fire access roads. Contact the local fire department or fire district for additional information.
- ☐ Verify that no dead-ends are provided on fire access roads exceeding 150-feet without being provided with an approved turnaround in accordance with Appendix D of the IFC.
- ☐ Verify that the edges of all fire access roads and turnarounds are clearly marked and the markers spaced in a manner approved by the fire department or fire district.
- ☐ Traffic calming devices are not permitted unless approved by the fire department or fire district.

- ☐ Security gates along fire access roads shall be at least 20-feet in width.
- ☐ Fire department or fire district access through locked security gates or man gates shall be made possible via approved locking systems and where required, approved key boxes.
Contact the local fire department or fire district for additional information.
- ☐ A brush-free area of at least 10-feet shall be required around the perimeter of PV arrays.
- ☐ A non-combustible base of gravel, or maintained vegetative surface, or a noncombustible base approved by the fire code official shall be installed and maintained under the PV arrays and associated electrical equipment.
- ☐ Verify that all electrical raceways and other piping related to the solar array will be buried below grade so as not to present a tripping hazard for first responders.
- ☐ Show the location of any portable fire extinguishers on the site when the site is in operation.

Additional items which may be required by the local jurisdiction – Check before submitting plans.

- ☐ Plans may be required to be submitted in hard copy for review or at the end of the review process.
- ☐ Site security provisions.
- ☐ Visible addressing at the main entrance beyond the IFC.
- ☐ No-Parking signage along fire access roads.
- ☐ Site inspections at the completion of installation.
- ☐ All transformer equipment ground-mounted.
- ☐ Safety training to the local first responders.
- ☐ Specialized vehicles for accessing the site.

Code & Standards Compliance Statements

- ☐ Compliance with IFC and local fire code amendments