

YOUR RANK

#1

CT Municipal Solar Scorecard 2016

Checklist to improve your score

The below checklist summarizes the indicators and values used to calculate an overall score of 100 on the 2016 Municipal Solar Scorecard. You can use the checklist as a guide for improvement, and as a tool to boost your score.



SOLAR ADOPTION:

How much residential solar PV has been adopted in your municipality?

INDICATOR

TARGET

Residential solar PV installations per 1000 households

- 27 solar installations per 1,000 owner occupied households

Total residential solar PV capacity

- 856 kW of residential solar installed



CLEAN ENERGY ENGAGEMENT:

How involved is your municipality in supporting clean energy programs?

INDICATOR

TARGET

Generation of municipal solar electricity

- 149 kW installed on municipal property

Participation in solar PV training

- 100% of code officials are trained on solar PV

Solar campaign success

- At least 9 out of 1,000 owner occupied households go solar during a solar campaign

Energy/sustainability committee engagement

- Create an energy task force or equivalent committee
- Hold a meeting at least once every three months
- Complete two energy related activities per year
- Ensure a municipal official or employee is an active committee member

Participation in Clean Energy Communities program

- Municipal takes the Clean Energy Communities pledge
- Create a Municipal Action Plan
- Benchmark electricity consumption for both municipal buildings and schools
- Participate in C-PACE or be on track for 20% of municipal building electricity consumption be supported by renewable energy

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INFORMATION AVAILABILITY:

How much information does your municipality make available online to residents about residential solar PV and other energy resources?

INDICATOR

TARGET

Permit requirements clearly posted online

Make the following information available on your Building department website:

- Solar PV permit forms
- Contact name, address, phone number, and email of permitting staff
- Permit office hours
- Solar PV documentation that needs to accompany the permit application for roof-mounted and for ground-mounted systems (be sure to distinguish between the two).
- How applications need to be submitted (i.e. in person, by mail, fax, email or online permitting system)
- How permit fees are calculated and the fee schedule
- Departments that review and sign-off on applications for roof-mounted systems and ground-mounted systems (be sure to distinguish between the two).
- Permit review workflow for roof-mounted and ground-mounted systems (be sure to distinguish between the two).
- Number of inspections required for roof-mounted systems and ground-mounted systems (be sure to distinguish between the two).
- Inspection window timeframe (i.e. 1 hour window, 2 hour window, etc.)

Solar information posted online

Post the following information and links on your municipal website:

- Link to EnergizeCT or a similar website
- Link to municipal Energy Task Force or equivalent committee
- Link to property tax exemption form for residential solar PV panels

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PERMIT PROCESS:

How streamlined are the permitting processes for residential roof-mounted solar PV systems in your municipality?

INDICATOR	TARGET
Permit submission and delivery method	<input type="checkbox"/> Applicant can submit application via email or online system (partial points for mail submissions) <input type="checkbox"/> Applicant can pay for permits online <input type="checkbox"/> Permits are delivered by fax, online, or through email (partial points for delivering permits by mail)
Length of inspection window	<input type="checkbox"/> Inspector provides an inspection window of one hour or less
Number of permit issuing departments	<input type="checkbox"/> 1 department issues all required permit(s)
Number of permit reviewing departments	<input type="checkbox"/> 0 department reviews required in addition to the building dep't
Number of offices visited to obtain a permit	<input type="checkbox"/> 1 department visit required to obtain permit(s)
Permit status updates	<input type="checkbox"/> Building Department notifies applicant of incomplete or rejected applications by phone, email, or fax (partial points for notification by mail) <input type="checkbox"/> Building Department notifies applicant of approved application by phone, email, or fax (partial points for notification by mail)



PERMIT TIME & COST:

How much time and money is required to obtain permits for residential roof-mounted solar PV systems in your municipality?

INDICATOR	TARGET
Permit submission time	<input type="checkbox"/> 2.5 hours or less to complete application(s) and submit
Permit turnaround time	<input type="checkbox"/> 1 day or less to receive an approved solar PV permit
Permit fee	<input type="checkbox"/> \$215 or less charged in fees for residential roof-mounted solar PV