

# PV APPLICATION CHECKLIST

NAME:		UNIT/LOT:
DONE	ITEMS REQUIRED	NOTES
	Owner's Signature	
	Phone Number	
	Owner's Email	
	Plot Plan	
	Schematic Drawing/Elevation	
	Disconnect Detail	
	Conduit Detail	
	Panel Layout	
	Panel Information	
	Correct Verbiage for Panels	
	Inverter Information	
	Battery Informaton	
	FLAT Panels ONLY	
	No Front Facing Panels	
	Variance Ltr for Front Facing Panels	25% efficiency, 15% installation cost increase
	<b>TOWNHOMES</b>	
	Correct Verbage for trenching	Detached Garage Only
	<b>Contractor Name:</b>	
	<b>Name of Contact for Contractor:</b>	

**ASSOCIATION OF OWNERS OF  
OCEAN POINTE RESIDENTIAL COMMUNITY ASSOCIATION  
(OPRCA)**

**RULES AND GUIDELINES GOVERNING THE PLACEMENT OF  
PHOTOVOLTAIC DEVICES**

In accordance with Hawaii Revised Statutes § 196-7, the Ocean Pointe Residential Community Association Board of Directors hereby adopts the following Rules and Guidelines (these "Rules") relating to the placement of photovoltaic devices, which shall be applicable to each and every community parcel or Sub-Association within Ocean Pointe Residential Community Association. These Rules shall be enforced by the Ocean Pointe Residential Community Association (the "Association"), acting by and through its Board of Directors, and are intended to supplement the existing "Community Design Objectives" and/or the "Design Guidelines".

**General Provisions**

1. These rules and guidelines are intended to maintain, to the greatest extent possible, the uniform appearance of the exterior of the buildings, and to insure that the placement of photovoltaic devices does not jeopardize the soundness or safety of the buildings, reduce the value thereof, impair any easement or hereditament, and/or detract from the appearance of the project. These rules and guidelines are not intended to unduly or unreasonably restrict the placement of a photovoltaic device so as to render the device more than twenty-five per cent less efficient or to increase the cost of the device by more than fifteen per cent ("Acceptable Performance").
2. No photovoltaic device may be placed on a common or limited common element by an Owner without first obtaining the written consent and approval of the Ocean Pointe Residential Community Association Design Review Committee ("DRC"). In general, the installation of a photovoltaic device should be integrated into the architecture and design of building so that the photovoltaic device is as visually unobtrusive as possible. The DRC will determine the proper layout with the photovoltaic contractor to make sure fair consideration is given to each Owner for the location of the photovoltaic panels.
3. Any request for placement of a photovoltaic device on a common or limited common element by an Owner shall be submitted to the DRC at least thirty (30) days prior to installation. Designs submitted shall be in blue print format, from the Engineer in charge or designer of the project, showing the exact placement of the panels. Schematic drawings should include the proposed location of conduit to and from the panels, disconnect box, meter, central inverters and sub panels, if applicable.
4. If a photovoltaic device can attain Acceptable Performance from more than one location, the photovoltaic device should be installed in the location that is least visible from the streets of Ocean Pointe, and may not be installed on any roof line area directly above the front entrance of the Unit.
5. All pipes/conduits or other parts of the photovoltaic device that must be installed on the walls of the building shall be painted to match the color of the existing walls and placed in the locations on the walls that are least visible from the streets of Ocean Pointe Residential, and all parts of the device installed on the roof must, to the maximum extent compatible with the technology, be of a color similar to the color of the roof shingles, and if said similar color is not available, then the panels shall be black.
6. No reflective finishes shall be used on the exterior of any building visible from the street.

7. The configuration and installation of the photovoltaic device must be designed and certified by a professional or professionals licensed by the State of Hawaii for such work.
8. The design for the configuration and installation also must be certified to the Owner and the Association by a structural engineer licensed by the State of Hawaii, which certification shall include that the device shall be able to withstand strong winds, that it is secured firmly to the roof in accordance with applicable building codes, and that the structure to which the device is attached shall be capable of supporting the weight of the device and all wind and other forces that can be anticipated to bear upon the structure following installation of the device.
9. The photovoltaic device must be placed a safe distance from the edge of the roof and must be parallel to the roof or at the smallest angle of deviation from the slope of the roof that will afford Acceptable Performance. The highest point of the photovoltaic device located on a sloped roof must not be higher than the top of the ridge of the roofline.
10. It is the owners' responsibility to address how the photovoltaic will be maintained, including testing and cleaning of the device and the surrounding roof and prevention of accumulation of leaves and other debris around and beneath the device.
11. If Acceptable Performance of the photovoltaic device requires removal or trimming of trees that the Association otherwise would remove or trim, the work shall be performed by persons hired by the Association, at the cost of the Owner, including costs of obtaining the advice of one or more expert arborists and obtaining any permits required for the work. The Association shall not be required to remove or excessively trim any trees if the removal or trimming would violate any laws or regulations or detract from the appearance of Ocean Pointe Residential.
12. If any of the provisions herein is determined by the photovoltaic device contractor as rendering the device more than twenty-five per cent less efficient or increasing the cost of the device by more than fifteen per cent, then upon request by said contractor, an exception to these Rules and Guidelines would be reviewed by the DRC for a variance.

### **Rules Specific to Types of Units**

1. Single Family Home
  - a. The disconnect box must be installed next to the meter.
  - b. The conduit for the disconnect box should run along the trim, corner board or gutter of the Unit. If the conduit run is not feasible, then a straight run to the disconnect box would be reviewed for a variance.
  - c. The inverter should be installed at a height from the ground so that it is not visible from the street or over the fence line. The inverter must meet the codes and regulations of the City and County of Honolulu and HECO. All conduits must run along the trim, corner board or gutter of the Unit. If conduit run is not feasible, then a straight run to the inverter/disconnect would be reviewed for a variance.
  - d. All conduits should be painted to match the body of the Unit. The conduit may not be covered with a gutter like material.
  - e. The disconnect box, inverters and sub panels should be painted to match the body of the home. The paint must meet the code and regulations of the City and County of Honolulu and HECO.

- f. All conduits on the roof shall not be visible to include any break in the panel pattern from existing vents or structures.
- g. The flashing and racks shall not be exposed on the roof.
- h. The j-box should be installed away from the front facing roof and not be visible from street view.

2. Townhomes with an Attached Garage

- a. The disconnect box for townhouse units with an attached garage and no back yard, is required to be located next to the garage roll-up door in the alleyway.
- b. The disconnect box is not allowed in the front porch area.
- c. No conduit may be visible from the exterior of the building and roof.
- d. The flashing and shall not be exposed on the roof.
- e. The j-box should be installed away from the front facing roof and not be visible from street view.
- f. Micro invertors shall be installed whenever possible.
- g. The disconnect box should be painted to match the color of the body of the building. The paint must meet the code and regulations of the City and County of Honolulu and HECO.
- h. All portions of the photovoltaic device installed on the roof of the Unit must be installed on the portion of the roof that is directly above the Owner's own Unit, and may not be installed within six (6) inches of the boundary of the Unit's roof which is adjacent to another Unit. No portion of the device may encroach in any manner on the roof area located above another Unit.

3. Townhomes with a Detached Garage

- a. The disconnect box is required to be located next to the garage roll-up door in the alleyway.
- b. The conduit for the disconnect box should run along the trim, corner board, under the eave or gutter of the back side of the unit building (alleyway side). If the conduit run is not feasible, then a straight run to the disconnect box would be reviewed for a variance
- c. Micro invertors shall be installed whenever possible.
- d. When installation of micro invertors is not possible, the central invertors shall be mounted on the wall of the Unit in the Unit's enclosed back yard.
- e. The invertors and sub panels should be painted to match the body of the building. The paint must meet the code and regulations of the City and County of Honolulu and HECO.
- f. All portions of the photovoltaic device installed on the roof of the Unit must be installed on the portion of the roof that is directly above the Owner's own Unit, and may not be installed within six (6) inches of the boundary of the Unit's roof which is adjacent to another Unit. No portion of the device may encroach in any manner on the roof area located above another Unit.
- g. All conduits on the roof shall not be visible to include any break in the panel pattern from existing vents or structures.
- h. The flashing and racks shall not be exposed on the roof.
- i. The j-box should be installed away from the front facing roof and not be visible from street view.

## **Procedure**

1. A request for installation of any photovoltaic device must be submitted to the DRC in writing and, except to the extent inconsistent with the provisions of these Rules and Guidelines, shall be subject to all of the general requirements herein, and as contained in the "Community Design Objectives" and/or the "Design Guidelines". A complete proposal must be submitted at least thirty (30) days prior to the date that installation of the device is intended to commence. A completed application includes, schematic layout of disconnect/sub inverters, panel layout, brochure of panels, unit DPP plot plan, a color photo of the home showing a diagram of the proposed conduit run from panels to sub inverter (where applicable) to the disconnect. (See Appendix A for a complete sample)
2. In as much as each photovoltaic device installed at Ocean Pointe Residential will be installed on a common element or limited common element, the Owner must first obtain the written consent of the DRC; provided that such consent shall be given if the Owner satisfies all other conditions of these Rules and Guidelines and agrees in writing to: (a) comply with the design specification for the installation of such a device as set forth in the sections above; and (b) engage a duly licensed contractor to install the device.
3. An Owner who proposes to install a photovoltaic device on a common element or limited common element roof shall check with the DRC and or the property manager of the sub-Association of which the Unit is a part, to determine if a material or labor roof warranty exists for the said roof and if so, the name and address of the company that issued the warranty. If such a material or labor roof warranty exists at the time a photovoltaic device is installed on said roof, the Owner installing the device on the roof must obtain prior written confirmation from the company that issued the warranty that the installation of the photovoltaic device will not void the roof warranty. A copy of said written confirmation must be provided to the DRC prior to commencement of the installation.

## **Obligations of the Owner and Each Successor Owner**

1. The Owner and each successive Owner of a Unit on which a photovoltaic device is placed shall be responsible for any costs for damages to the device, the common elements, the limited common elements, the Unit, and any adjacent units, arising or resulting from the installation, maintenance, repair, removal, or replacement of the device. The repair, maintenance, removal, and replacement responsibilities, and the costs thereof, shall be assumed by each successive Owner of the unit.
2. The owner and any successive Owner of a unit on which a photovoltaic device is placed shall be responsible for removing the device at the Owner's sole expense if reasonably necessary or convenient for the repair, maintenance, or replacement of the common elements or limited common elements.

Date of Adoption by Board of Directors: March 2012.