

The Arbors PV Installation Rules and Requirements

Owner: _____ Unit: _____

Please Print Name of Owner

1. General Requirements:

1. If PV Design Requests are submitted and do not follow the requirements in this document, then the request will be rejected.
2. All PV Design Requests must have, on each page: Name of owner and Unit number.
3. Both the owner and the Contractor Project Manager must agree to the requirements of this document and sign this document.
4. The owner and all future owners understand and agrees that all costs of installation, maintenance and removal of PV equipment is the responsibility of the current owner and not The Arbors.
5. The contractor must provide, in the submittal document, how to contact the contractor's project manager, so The Arbors Board can ask question and clarifications of the submittal.
6. No installation work can start until the owner and contractor have a Letter of Approval, from The Arbors, approving the PV Design Request and also approving any changes allowed by The Arbors Board of Directors as documented in the submittal.
7. All PV requests must be marked with the **Document Revision Number, Unit Number and Date**. Example: R1, 5A, 6-9-2019. If something has to be changed, then the entire document must be resubmitted with a new Revision Number, Unit Number and Date. Example: R2, 5A, 7-1-2019.
8. The Arbors Resident Manager must be notified when the PV will be installed and will meet with the contractor, at the job site, the first day of installation to review this document and the PV Design Request with the contractor.
9. When the PV installation is complete, the owner must contact The Arbors Resident Manager for a PV inspection to be conducted before the HECO inspection. If the PV installation conforms to this document and the PV Design Request, then The Arbors will provide, to the owner, a letter approving the installation.
10. If the PV installation does not conform to the requirements in this document and the PV Design Request, then the owner and contractor agree and guarantee to correct the installation within 30 days and prior to the HECO inspection and to not put the system in-service until corrections are made.
11. After corrections are made, the owner or contractor again will inform The Arbors Resident Manager that the installation is again ready to be inspected prior to the HECO inspection.
12. When the installation conforms to this document and the PV Design Request, then The Arbors will provide, to the owner, a letter approving the installation.

2. What to Include in the PV Design Request

- 2.1. Arbors signed PV Design Request form.
- 2.2. A copy of the Solar System proposal from the contractor.

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- 2.3. Drawings or marked-up pictures of Electrical Installation in the Electric Closet.
 - 2.4. Drawings of or marked-up pictures of where the conduit or tubing will be run, including any penetrations to the roof and building. **Remember, all conduit and wiring must be run in Lines Set Duct as required in this document.**
 - 2.5. Roof panel layout drawings.
 - 2.6. Copy of Contractor's Liability Insurance Policy listing the Arbors as additional insured interest.
 - 2.7. A current copy of HECO's Pending "Net Metering Agreement" or current HECO agreement.
3. **Key design and installation specifications:**
- 3.1. No part of the PV System, conduits or junction boxes, etc. can be higher than the nearest roof peak.
 - 3.2. All surfaces of all external PV Devices must not have reflective surfaces.
 - 3.3. All piping and wiring must be routed in Line Set Duct. Approved manufactures include: SlimDuct Line Set Duct, color: Ivory or SpeediChannel, Color: white and must to be painted to match the exterior walls where duct is run. If contractor has an alternative, please provide specification and product brochure for approval.
 - 3.4. All mounting screws for duct, PV panels, etc. will be Stainless Steel.
 - 3.5. The color of Solar Hot water and PV Panels must be non-reflective Black.
 - 3.6. For PV Electricity, the disconnect and meter must be located in the building's common Electrical Closet. If there is no room in the closet, exceptions can be made but must be authorized by The Arbors Board of Directors.
 - 3.7. Disconnects for Solar Hot Water using PV for heating the water must be located where permitted by Building Code but not outside.
 - 3.8. No water tanks are allowed on the roof or anywhere external to the building.
 - 3.9. Other electronic boxes associated with the PV System must be located in the owners unit not outside.

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- 3.10. As much as possible, conduit runs must be run in approved Line Set Duct and must be as inconspicuous as possible. Run under eaves, corners of building and the shortest possible route between PV panels, Electrical Closet and devices.
 - 3.11. The total roof area used for Photovoltaic and Solar Hot Water must not exceed 400 square feet per Arbors Unit. If you install PV and use 400 square feet, then you will not be able to install Solar Hot Water. If you plan to install Solar Hot Water, then you must reduce the square footage of your PV by the square footage area of Solar Hot Water.
 - 3.12. All equipment associated with Solar Hot Water except panels, duct and tubing must be located in the Owners unit.
4. **Owner's responsibilities.**
- 4.1. To have, in your contract with your contractor, a requirement that the building and surrounding property be left clean of all material and garbage at the end of each work day.
 - 4.2. Owner must guarantee your contractor installs the PV System in accordance with:
 1. All local Building Codes and
 2. The Arbors PV Installation Rules and Requirements, this document and the PV Design Request.
 - 4.3. Owner must not allow contractors to put anything in the Arbors Trash Bins. Trash bins are only for normal everyday trash from people residing at the Arbors. Contractors must take all trash, boxes, etc. out of the Arbors for disposal.
 - 4.4. Owner and all future owners agree to, correct to original condition, any damage to the Arbors Buildings as a result of, but not limited to, ingress and egress to the buildings, installation, repair, service calls, etc. by any of the owner's contractors, the owner and all others doing work on the owner's PV System.
 - 4.5. Owner and all future owners may install Battery Back-Up Systems or Electric Storage Systems within your property..
 - 4.6. Owner and all future owners agree and understand that they are financially responsible for any:
 1. Damage to the roof caused by their PV System
 2. Removing PV System panels if the roof needs to be repaired or replaced for any reason.

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4.7 Owner and all future owners agree to maintain all PV Equipment and PV Equipment painted surfaces, exterior to the building, in an as new condition. If any equipment needs repair, it is the owner's responsibility to do the repair as soon as the repairs are needed. This includes:

4.7.1 Repainting surfaces when the paint shows signs of peeling and/or cracking.

4.7.2 Repair, at the first sign repairs are needed or when notified by the Arbors Resident Manager, deterioration of ducting, conduit, attachment of equipment to the building, etc.

5. Please Complete this Check List

5.1 Does this document have the Project Managers Name, phone and/or email, so, The Arbors can contact the Project Manager if there are questions?

Yes: _____

5.2 Will the contractor contact the Resident Manager and arrange to meet, at the job site, the 1st day of installation to review The Arbors design requirements?

Yes: _____

5.3 Will the contractor or owner contact the Resident Manager, when the installation is complete, to schedule an inspection by the Resident Manager for approval or disapproval of the installation? **Yes:** _____

5.4 Will all piping and wiring be in Line Set Duct and will the duct match the color of the building? **Yes:** _____

5.5 Will all mounting screws be Stainless Steel? **Yes:** _____

5.6 Will disconnect be located in the Electrical Closet of the building?

Yes: _____

5.7 Will all other electrical boxes be located in the Owners Unit? **Yes:** _____

5.8 Will Line Set Duct runs, be as inconspicuous as possible? **Yes:** _____

5.9 Will only 400 square feet of the roof area be used? This includes spacing in- between PV panels. **Yes:** _____

5.10 Will the installation meet all building codes, including Hawaiian Electric and The Arbors PV requirements? **Yes:** _____

5.11 Will there be Battery Back-up or storage installed in this PV installation?

No: _____ **Yes:** _____

5.12 Will the contractor repair any damage to the building or grounds caused by the installation of the PV? **Yes:** _____

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Please Print Name of Owner

Please return a signed copy of these PV Installation Rules and Requirements when submitting a design request for PV installation.

By signing this document, _____ understands and agrees to
Name of contracting company
provide and install all PV equipment per the above PV Installation Rules, Requirements.

Project Manager for: _____
Print Name of Company Print Name of Project Manager

Project Manager: _____ Date: _____
Signature

Phone and/or Email: _____

By signing this document, I, the owner of The Arbors Unit _____ understands and agrees to the above PV Installation Rules and Requirements.

Owner: _____ Owner: _____
Signature Signature

Owner: _____ Owner: _____
Print Name Print Name

Date: _____