



HPD SOLAR FEASIBILITY ANALYSIS: Solar Approval Form

INSTRUCTIONS: This form is part of the Solar Feasibility Analysis required by the 2020 NYC Overlay of Green Communities (EGCC) and for projects pursuing LEED Certification. This form must be filled out by the development team along with the required documentation and will be reviewed by HPD's Sustainability Office. A signed form will be a required item for EGCC PreBuild Authorization and LEED Waivers.

PROJECT INFORMATION

Project Name (per HPD):		HPD ID:	
Design Phase:		HPD Program:	
Applicant/ Solar Designer:		NC or Sub Rehab:	
Email:		# Buildings:	
DOB Status:		EGC Certification:	

REQUIRED ITEMS	CHECK
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Roof Plan per attached instructions on Page 2 (required)	
Completed Solar Screening Tool (not required if seeking green roof or 4kW waiver)	

IF SOLAR IS BEING PROPOSED, FILL IN DETAILS BELOW:

System Type (ballasted, mechanically fastened, canopy, etc.)
System Size (kW-DC)
Annual Production (kWh)
Estimated Annual Savings (\$)
% used to offset Common Area Electric
System Cost (after NY-SUN)
System Cost (after all incentives and applicable tax credits)
Payback per Screening Tool (years)

WAIVER IS BEING REQUESTED FOR THE FOLLOWING REASON:	CHECK ONE
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Project complies with LL92/ 94 and will not require a DOB waiver	
Project is installing a green roof over 90% of sustainable roofing zone	
Project can not accommodate a solar array > 4kW (documentation required)	
Project does not meet 10-year payback period per the Solar Screening Tool	
Other reason (please note in space below)	

APPROVAL STATUS: To be filled in by HPD Sustainability Officer

HPD Comments	Approved:	
	Not Approved:	
HPD Signature	Date:	

[Please ensure that applicant is using the most up-to-date form, instructions and Solar Screening Tool on the HPD Website's Solar Where Feasible Page](#)
[Contact our non-profit partner Solar One for free technical assistance at affordable@Solar1.org](mailto:affordable@Solar1.org)

SOLAR FEASIBILITY ANALYSIS: Instructions & Documentation

DRAWING REQUIREMENTS:

Drawing Requirements for all projects:	Roof Plan(s) must show code-compliant sustainable roofing zone(s) for all roofs. Fire Department access areas and exempted areas shall be clearly indicated. Dimensions of the sustainable roofing zone shall be noted.
Drawing Requirements for projects proposing solar:	The plan shall indicate the anticipated system size, solar generation capacity and other pertinent information regarding mounting system and additional details. For projects proposing canopies or similar, note whether space below is dedicated for recreation.
Requirements for projects requesting waiver:	If project is voluntarily complying with Local Laws 92/94, roof plan showing code-compliant design shall be included. Projects voluntarily complying with Local Laws 92/94 acknowledge that they will not require DOB waivers from HPD.
	If project is proposing a green roof over 90% of the sustainable roofing zone, location and size of green roof shall be clearly noted on Roof Plan.
	If the minimum 4kW capacity cannot be met, evidence such as calculations or shading report prepared by the solar consultant or design professional shall be included.
	If the project can support solar but not meet the required payback, the Solar Screening Tool must be used to estimate solar generation capacity, system cost and system payback and will be a requirement for submittal. The tool must be filled out as accurately as possible including size of sustainable roofing zone and all incentives available to the projects.

DEFINITIONS AND REGULATIONS

Sustainable Roofing Zone	Refer to DOB Buildings Bulletin 2019-010 for definitions and instructions for calculating the Sustainable Roofing Zone
Exempted Areas	Refer to DOB Buildings Bulletin 2019-010 for information about areas exempted from the Sustainable Roofing Zone
Code and Legislative Compliance	All projects must be in compliance with the NYC Building Code, NYC Electrical Code and the NYC Fire Code, the NYC Zoning Resolution and other applicable laws and rules.
Exceptions for certain affordable housing projects	Until November 15, 2024, (i) buildings with one or more dwelling units for which occupancy or initial occupancy is restricted based upon the income of the occupant or prospective occupant as a condition of (A) a loan, grant, tax exemption or conveyance of property from any state or local governmental entity pursuant to the private housing finance law or the general municipal law, or (B) a tax exemption pursuant to section 420-c of the real property tax law, (ii) buildings subject to the alternative enforcement program pursuant to section 27-2153 of the administrative code of the city of New York, and (iii) buildings owned by the Department of Housing Preservation and Development (HPD), need only comply with the requirements of LL 92 and 94 of 2019 to the extent determined by HPD.

Please ensure that applicant is using the most up-to-date form and Solar Screening Tool on the HPD Website's Sustainability Page. This and links to other information can be found [here](#).