**Go SOLAR Outreach Committee Minutes**Meeting held on: Wednesday, September 12, 2012
9:00 – 11:00 a.m. at GCW – Sable Palm Room

 **Minutes**

1. Welcome and Introductions by Ken Dobies, GoSOLAR Marketing Development Associate
2. GoSOLAR Online Permitting System Overview by Maribel Feliciano, Team Leader for Standardized Permitting Committee
3. Presentation (attached)
4. Grant is now more than half done; we are now targeting the standardized permitting online system
5. Overview of grant:
	1. 4 Committees; outreach, financing, planning and zoning, and standardized permitting
	2. Purpose of on-line system is to reduce cost or permitting
	3. Many advantages to having an on-line permitting system (see attached presentation)
6. Online permitting system:
	1. To be used by customers/contractors and partner cities
	2. Link to online permitting system will be on GoSOLAR webpage
7. Permitting system overview/steps:
	1. Solar contractors/customers will register and sign in
	2. Apply for a new permit
	3. Enter property owner information
	4. Enter project information
	5. Select details of roof type
	6. Select pre-approved design plans (i.e. PV system module, electrical design, mounting system design) – all designs are viewable
	7. Review application information
	8. Submit payment for application – flat fee of $552 for everyone; Paid by credit card
	9. Receive a payment confirmation
	10. Print your permit and all design plans
	11. Request inspections from the created permit application
	12. Select a time and date of each inspection in sequential order
	13. Track your inspection results via the online permitting system
8. Next Steps:
	1. Once permit has been issued online email is sent to building officials and fire departments that a permit has been issued and inspections have been requested
	2. Customer can now go FPL to apply for a Net Metering and Interconnection Agreement
9. Detailed training on the online permitting system will occur:
	1. Tuesday Oct 16th for building officials/electrical chiefs/structural chiefs/partner agencies
	2. Wednesday Oct 31st for customers/solar contractors
10. SOLAR Rights Overview by Nancy Rubin, Broward County Attorney
	* 1. Coordination of Solar Rights information with Planning and Zoning ordinances
		2. State of Florida has passed legislation controlling ordinances related to green initiatives: *Section 163.04 of the Florida Statutes*
		3. State law trumps local law
		4. Renewable resource source installations cannot be denied by any entity with respect to residential dwellings.
			1. Per the Florida Statute: A homeowner’s association can state where (the specific location) a renewable source installations will occur (i.e. the location on the roof), but cannot prohibit a homeowner from installing a renewable energy source or inhibit the source from effectively working.
11. Planning & Zoning Overview by Cathy Randazzo, Team Leader for Planning and Zoning Committee
12. Planning and zoning committee meetings started in March to identify what zoning codes created barriers to installation of solar panels on roofs
13. Committee is comprised of the 14 partner cities of this grant
14. Broward County zoning codes were reviewed and no zoning codes were found to be restrictive to solar installation; most were silent on the issue
15. Zoning codes were updated to be more proactive to solar roof installations
16. A draft zoning ordinance has been created to reflect this update
17. Draft ordinance acknowledges HOA projects
18. Solar installations are a permitted accessory use for commercial and residential properties
19. Draft planning and zoning best practices has been created
20. Partner City GoSOLAR Educational Events Overview by Ken Dobies
21. Target audience for public relations campaign is residents and business owners
22. The BC GoSOLAR team needs your city’s HOA list to target all outreach
23. Outreach workshops will occur October through December to target audience
24. Partner cities are critical for education to their city residents. The GoSOLAR team can help partner cities with reach residents by providing:
25. Posters, brochures, articles, materials, newsletters, presentations, speakers, education, events, venues, workshops, etc.
26. Promotion of success stories in your city
27. Templates for Email blasts
28. Reach residents through educational events by regional zone coordination
	1. North, Central, and South Zones for various city educational events
	2. There are cities that have offered use of their facilities (see Ken for list)
29. Community outreach events by each city PIO is eminent
30. The GoSOLAR team would like each PIO to introduce the GoSOLAR program to respective residents
31. Marketing materials prepared by the GoSOLAR team:
32. Displays, exhibits, bus signage, advertising, radio public service announcements, promo items, specific flyers to HOAs and home owners, power point presentations.....and more to come.
33. Materials available online: electronic newspaper banners, fact sheets, social media, web hot buttons, press release articles, email blasts with GoSOLAR information, and the GoSOLAR e-newsletter.
34. SolarFest will occur February 2013
35. The GoSOLAR team is seeking your assistance in the planning of this event in order to meet outreach to your city residents and the public
36. The GoSOLAR team will like you to join the SolarFest Planning Committee to cover all areas of the event
37. In-kind Time Tracking
38. The GoSOLAR team reminds each partner city to track their hours worked related to GoSOLAR
39. Other:
40. The GoSOLAR team, specifically Nancy Gassman is looking at financing options/solutions for solar installation
41. Also looking at smaller systems
42. Battery back-up systems
43. Florida Power & Light has rebates for solar installation projects
44. Banks offer mortgage lending options

*Next Meeting: Monday, October 8, 2012; 9:00 – 11:00am (agenda to follow)*