

Attachment I: Solar Panel Installation Permission Process: sample docs.

Princeville Mauna Kai
3920 Wyllie Rd.
Princeville, HI 96722
Email: board@maunakai.org

Mauna Kai Board of Directors

Aloha _____(owner) ,

The Board is delighted to approve your request to install a solar PV at your unit. Please feel free to proceed once you and your contractor have signed this letter. The following are the guidelines we have in place to protect the Association and your signature at the bottom will constitute your agreement to adhere to these guidelines. Contact the Mauna Kai site manager to coordinate the parking issues.

Mahalo,

_____Princeville Mauna Kai

Date _____

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Approval Process for Solar Installation. Requirements:

1. The project must be fully permitted by all applicable state and county governmental agencies.
2. The project must be fully approved by the Princeville Association.
3. The project must be in compliance with all applicable state, county and local laws, rules and regulations. All aspects of this agreement will be binding on future owners and will be communicated to all future owners.
4. Solar installation must be performed by a contractor licensed in the State of Hawaii to perform such work.
5. A schematic of the panels, conduits, inverters, water tank and pipe locations and any other equipment must be submitted to Princeville Mauna Kai for approval prior to the commencement of the project. Photos of all exterior areas affected are recommended.
6. The owner will be responsible for the full cost of installation and will keep the equipment in good working order. Water leaks or the deterioration of paint or pipe insulation will be promptly repaired at the owners expense.
7. The owner will be responsible for the full cost of all necessary repairs to all common property, including the roof, parking lot and landscaping, resulting from the installation of all materials used for the project.
8. Princeville Mauna Kai can initiate emergency repairs to the roof caused by presence of solar panels or due to installation at the owner's expense.
9. Solar panels must be situated as close as possible to the top of the owner's interior with an easement left for walking on the roof.
10. Solar panels must not encroach on any other unit's ability to install full solar.
11. All exterior pipes, conduits etc. must be painted to conform to the current Mauna Kai color scheme. Mounting hardware and panel frames will be dark bronze in color.

12. All contracts for the installation of solar panels must include a warranty of no less than one (1) year, covering any leaks or other damage resulting from the solar panels or the installation thereof. If there is a roof warranty in place owner will contact site manager to ensure warranty will not be voided and whether warranty will or will not cover area where solar installation has taken place. When the roof is replaced the owner will pay for any added roofing costs to remove, repair and remount the solar. No compensation will be given for lost energy production.

13. At the end of each workday, all supplies, tools, material, etc. must be removed from the common areas and parking lot, and no walkways are to be obstructed. The lift truck will not obstruct more than 2 parking spaces during daytime or night time hours and if possible will be parked in the grass lot area at night.

14. There shall a time limit of no more than six (6) months from the beginning of the permit process to the final sign-off of the project.

15. A copy of the contract between vendor and owner must be submitted.

16. The contractor's license, proof of insurance, permits and permit sign offs must be submitted.

17. An Princeville Mauna Kai Board liaison will be appointed as your primary contact to assist with the process

_____ Signature, _____,

Owner _____ Date _____

_____ Owners Address

_____ Phone # _____

email _____ date _____

Signature of Contractor _____

Contractor Name Permit # _____

Office phone. Hawaii license # _____

Address _____

Cell phone _____ Email _____