

TEMPLATE LETTER TO MUNICIPALITY SUGGESTING USE OF PERMITTING GUIDE

[DATE]

[CONTACT INFORMATION]

Dear [TITLE, NAME]

Thanks to a U.S. Department of Energy SunShot Initiative Rooftop Solar Challenge award, our Connecticut project team has identified best practices and developed tools to help make rooftop solar PV more affordable and more accessible to property owners in all of Connecticut's 169 jurisdictions.

Recommendations and tools for improving solar PV permitting are provided in the **CONNECTICUT ROOFTOP SOLAR PV PERMITTING GUIDE**. I encourage you to access or download the Guide from [Energize CT's Sun Rise New England - Open for Business website](#)⁶⁵ and consider adopting the helpful recommendations and tools including:

- The **Connecticut Standardized Rooftop Solar PV Permit Application**
- Affordable, user-friendly options for online permitting
- A solar-friendly permit fee
- Model solar PV ordinances
- A solar PV code compliance reference
- Training resources for municipal staff

Adopting recommendations and tools for streamlining the solar PV permitting process demonstrates [MUNICIPALITY]'s commitment to clean, local sources of energy. A more efficient permitting process will lower installation costs for property owners, reduce [MUNICIPALITY]'s administrative costs, support the solar industry, create jobs and strengthen our local and state economy.

Thank you for your time and consideration.

Sincerely,

⁶⁵ www.energizect.com/sunrisene