

ATTACHMENT B

Solarize Westchester Community Information Form

Please refer to the Scoring of Key Criteria listed in the RFI that suggests specific information to include in your application.

I. Marketing and Outreach Ideas: *Provide a description of marketing ideas that may be available in the community (such as possible email outreach, ideas for exhibiting or promoting the Solarize program at upcoming local events such as farmers markets or fairs, etc. - list events and timeframe; opportunities for local media outreach and social media communication, ability to include flyers in community tax bills or other mailings; including a program link on the community website; ability to host events at municipal buildings, etc.). Inclusion of a full plan is not necessary, as Solarize Westchester will work with communities to tailor a plan for your community, but this section can be used to identify creativity of the community and willingness to explore varied outreach strategies. If applicable, list these for each community in the coalition.* This information will be shared with the applying installers. Response to this question may be up to one page.

Solarize marketing will be implemented through the following outreach efforts and events : Croton Farmers Market, tax bills, the Croton Newsletter, Croton Earth Day event, Croton Summer Fest, Village e-blasts, and the Village facebook page.

II. Partner Organizations: Please list the organizations that have agreed support and promote Solarize through their communication channels and that have agreed to be included in this proposal. Add more lines if necessary.

Name	Outreach/support offered / Notes
Croton Sustainability Committee	Assistance with outreach
Croton Conservation Advisory Committee	Assistance with outreach

III. **Media/Communication Outlets:** Please list local newspapers, media outlets and communication networks (e.g., newspapers, newsletters, radio stations, television stations, municipal Cable TV stations, and email lists, etc.):

Name	Notes
The Gazette	Local newspaper
Municipal TV Channel	
Village Website	
Village facebook page	
Village e-blast	
Cortlandt Daily Voice	Online community news
Village newsletter	Sent quarterly to all Village residents

IV. **Solar Permitting and Zoning**

Detail the local policies for solar installations in all the jurisdictions that will be served by the campaign.

Outline the permitting process for solar electric projects in all communities participating in Solarize. Identify submittals required for a permit (e.g. approval by Board of Architectural Review), to which departments (or individuals) the permit request must be submitted, the approval process, and any associated fees, and typical timeframe for approval. Identify whether the jurisdictions served by the campaign have adopted the New York State Unified Solar Permit or have another expedited process in place. The local building inspector (or equivalent official) is likely to be the best source for this information.

The Village of Croton has adopted the New York State Unified Solar Permit in order to streamline the approval processes for solar applications. The application is processed in the building permit with the review conducted by either the Building Inspector or Assistant Building Inspector. Once the application is received with all relevant information submitted the permit can be processed within two weeks.

Fees are as follows: PV Systems up to 4kW:\$200, PV Systems >4kW to 10kW: \$400, PV Systems greater than 10kW to 50kW: \$400 flat fee, plus \$25 per kW for each kW (or fraction of) over 10kW. Check or cash is required to process the application; fee covers building permit & certificate of conformity.

IV. Special Requests for Installers:

Note below (in bulleted form) any special requests you may want to ask of installers bidding to support Solarize in your community or share any information you may feel is particularly relevant. Special requests or community preferences may include, but are not limited to:

- Types of financing (e.g. preference for both lease and purchase options).
- Certain installer characteristics (e.g. indicating preference for installer's proximity to your town, level of experience or focus on aesthetics).
- Preference for tiered pricing or other community incentive (e.g. for a single-municipality campaign, a small PV system for a community facility installed at no cost if 50 contracts are signed).

Note: responding installers may not be able to offer each community's preference and some special requests may limit the number of installers who respond. Please contact the Program Manager to discuss and ensure that your stated requests/preferences are supportive of your community's planned Solarize campaign.

- The Village of Croton would like tiered pricing
- Please indicate your willingness to extend the Solarize terms to residents and commercial property owners of the Town of Cortlandt, beyond the Village of Croton.