Department of
Housing Preservation
& Development
nyc.gov/hpd

Solar Consent Process Guide

Last updated: July 2025

Overview: To support NYC's commitment to 1 gigawatt of solar by 2030 and to encourage HPD owners to receive the benefits of solar for their properties, HPD has released a streamlined process to obtain consent from HPD for stand-alone solar projects for buildings in HPD's Asset and Property Management portfolio. Building owners should follow the process below and refer to the required documents found in the Consent section of HPD's Solar webpage.

For HDC and HPD-HDC projects, please skip step A and reach out to HDC to initiate the Solar Consent process at hgreene@nychdc.com.

For projects with senior lenders, it is recommended to complete the HPD or HDC Consent process before seeking consent from the senior lender.

A. Determine whether Consent is required by completing the Consent Memo

- Reach out to Solar Where Feasible Technical Assistance Provider (Solar TAP) to let them know you are interested in deploying a solar project at affordable@solar1.org
- Check HPD Online for B and C HPD violations.
- Owners submits Consent Memo and Plan to Clear HPD Violations to HPD to confirm whether Consent is required. If yes, begin the process below.
    - Owner should submit this Memo to HPD ARPA, AMtransactions@hpd.nyc.gov, with "Solar Consent Memo_Project Name" in Subject line.

B. Complete predevelopment of your Solar project and begin to assemble required documents:

- Discuss potential solar system design with Solar TAP, if needed
- Secure financing, if needed.
- Procure solar installer, if applicable (may be same as Financer)
- Draft contract with financing provider and/or solar installer (including stipulations of the HPD Solar Consent Rider)
- Prepare the required documents for the Consent Package

Note: Solar TAP can provide free technical assistance to assist with the items above by contacting affordable@solar1.org

C. Submit Solar Consent Package:

- Submit finalized Consent Package to Solar TAP.

- Solar TAP reviews and vets Package and will notify team if additional information is needed
- Solar TAP submits vetted Package to HPD ARPA
- HPD ARPA reviews package - up to 4-6 weeks for applications that are complete
    a. Note: Incomplete packages or packages with inaccurate information will take longer
    b. Note: For projects that are not in good standing and/or non-compliant with their Regulatory Agreement(s), HPD may withhold Consent until these issues are sufficiently addressed.
    c. Note: HPD review includes teams within HPD Asset and Property Management and HPD Legal
- Receive Agency Consent for Solar Project

D. Closing and Construction:

- Contract signed between owner and solar provider and/or installer
- Solar installer conducts structural analysis and required DOB permitting
- Submit Final Consent Documentation to Solar TAP and HPD ARPA
- Solar TAP confirms all required docs are submitted, cc's HPD ARPA
- Construction & Close out
    a. HPD Technical Services unit may conduct inspection(s) during construction
    b. Close out project
    c. HPD Technical Services unit may conduct post completion inspection
- File for tax incentives, as applicable

Have questions? Reach out to the Solar TAP at affordable@solar1.org.