



FREE HOMEOWNER PLANNING GUIDE

Roof Replacement With Existing Solar Panels: Planning Checklist

A practical worksheet for Delaware and Maryland homeowners preparing for a roofing or exterior decision.

Replacing a roof beneath an existing solar array involves more than choosing shingles. The homeowner, roofing contractor, solar equipment provider, utility, association, and other parties may have separate responsibilities. The right sequence should be clear before anyone removes a panel or opens the roof.

Use this free checklist to organize system records, contacts, access, responsibilities, scheduling, roof work, reinstallation, and final monitoring.

One worksheet for every handoff

This checklist does not assume that every array, agreement, warranty, or local process works the same way. It helps you identify the right questions and put the answers in writing for your property.

Use the planning checklist

Save or print this page and keep it with the property, roofing, solar, equipment, utility, association, and warranty records that apply to your project.

Your Solar and Roofing Project File

1. Identify the solar system

Property address: _____

Solar installation date, if known: _____

Original solar installer: _____

Current service provider: _____

Monitoring provider or app: _____

Equipment owner:

☐ Homeowner-owned

☐ Financed

☐ Leased

☐ Power purchase agreement

☐ Association or third-party owned

☐ Not yet confirmed

Agreement or account number: _____

Number of panels, if known: _____

Battery or other connected equipment: _____

2. Gather the records before scheduling

☐ Purchase, loan, lease, or power purchase agreement

☐ Solar equipment warranty information

☐ Installation workmanship or roof-penetration terms

☐ Panel, inverter, racking, and mounting information

☐ Original layout or permit documents, if available

☐ Utility or interconnection information, if applicable

☐ Monitoring login and recent system-status screenshot

☐ Solar service history

☐ Roof installation and warranty records

☐ Association or architectural requirements

☐ Insurance contact information

Record location: _____

3. Confirm authority

Do not assume the occupant, solar account holder, equipment owner, and property owner are the same person.

Property owner: _____

Solar equipment owner: _____

Person authorized to approve removal and reset: _____

Association or condominium approval needed? _____

Lender, lessor, or system provider approval needed? _____

Utility notification or inspection required? _____

Who confirmed the answer and when? _____

4. Assign every project responsibility

Write a company or person beside each task. Mark any item that does not apply.

Responsibility	Assigned to	Written in which document?
System shutdown		
Electrical disconnect, if required		
Panel labeling and photo inventory		
Panel removal		
Racking or mount removal		
Safe storage and site security		
Temporary weather protection		
Roof removal and deck inspection		
New roofing installation		
Flashing and roof-penetration plan		
Racking or mount reinstallation		
Panel reset		
Electrical reconnection, if required		
Required inspection or utility coordination		
Monitoring and system-status review		
Final roof and solar documentation		

Ask each company to state what it will perform, what it will not perform, and which work requires another qualified party.

5. Photograph and label the array

Before work begins, create a visual record from safe locations.

- ☐ Wide view of each array section
- ☐ Panel layout from the ground or existing plans
- ☐ Visible panel identification labels, when safely accessible by the responsible professional
- ☐ Inverter and connected equipment
- ☐ Conduit routes and visible attachment areas
- ☐ Existing visible panel or roof damage
- ☐ Current monitoring status
- ☐ Storage location before panels are moved there

Do not climb onto the roof or open electrical equipment.

Photo folder: _____

6. Coordinate the roof scope

Roofing manufacturer and system: _____

Roof sections included: _____

Deck evaluation and added-work process: _____

Underlayment and water-protection details: _____

Attachment and flashing approach: _____

Who approves the roof before panels return? _____

Who confirms the roof area is ready for reset? _____

Questions to ask:

- Will all roof areas beneath the array be exposed and evaluated?
 - How will concealed deck conditions be photographed and approved?
 - Does the selected roofing system have written requirements that affect attachments or penetrations?
 - How will roof, solar equipment, and workmanship warranty responsibilities remain separate?
 - Are spare shingles or labeled product records being kept for future service?
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7. Build a realistic sequence

Target panel removal date: _____

Target roofing window: _____

Target reset window: _____

Weather contingency: _____

Who updates the homeowner if the schedule changes? _____

Who has authority to approve concealed roof work? _____

Storage location: _____

Access, parking, pets, alarms, and occupant notes:

8. Review warranty roles before work

Ask for current written terms that apply to the exact project.

Coverage or responsibility	Provider	Written terms received?	Questions resolved?
Solar equipment			
Solar installation or reinstallation			
Roof penetrations			
Roofing materials			
Roofing workmanship			
Electrical work			

Do not combine separate warranties into one promise. Each provider should explain the work and equipment it stands behind.

9. Final handoff

- ☐ Panel count and layout reviewed
- ☐ Visible equipment condition documented
- ☐ Required inspections or approvals recorded
- ☐ Monitoring status reviewed by the responsible party
- ☐ Roof completion photos received
- ☐ Solar reset photos received

- ☐ Product names and color saved
- ☐ Manufacturer documents saved
- ☐ Roofing workmanship terms saved
- ☐ Solar service and reinstallation documents saved
- ☐ Final contacts recorded for future roof or solar questions

Final monitoring-status date: _____

Open questions or follow-up work:

Need roof work beneath an existing solar array?

Sky Shield provides existing solar panel detach and reset as part of qualifying roof replacement projects. We will review the roof and panel layout, explain the proposed sequence, and provide a written scope for the work we will perform.

Schedule Your Free Estimate

Call (410) 726-2700