

NONRESIDENTIAL SOLAR ENERGY EQUIPMENT
PERMIT CHECKLIST

TYPES OF SOLAR ENERGY EQUIPMENT USES:

- | | |
|--------------|---|
| Roof mounted | Ground mounted – Private Solar <i>(see UDO section 20-11 for definition)</i> |
| | Ground mounted – Solar Energy Generation Facility <i>(see UDO section 20-11 for definition & section 20-7.17 for development standards)</i> |

PERMIT REQUIREMENT:

A Building permit and Electrical permit are required for all types of installations. Fences require separate permit. Properties located in the Floodplain will be subject to additional requirements.

BUILDING PERMIT SUBMITTAL REQUIREMENTS:

ALL nonresidential solar –

- Completed Solar Energy Equipment permit application
- Zoning Verification form
- Electrical permit application, completed by electrician
- One copy of installation instructions and specifications for all equipment
- Two copies of a site plan showing location of solar energy equipment in relationship to property lines, roads, structures, fences. For tracking type, the measurements are to be from the most horizontal angle.
- Three sets of structural, electrical, and installation design plans sealed by a State of Illinois licensed design professional and based on the currently adopted Peoria County codes and the requirements of the utility company. Plans should include, but not limited to:
 - Required labeling of equipment
 - One-line diagram and plan view showing location of equipment, grounding, conductor size and type, raceway size and type, overcurrent protection, etc.
 - Maximum system output
 - Cross section view showing support structures, footings (ground mounted), maximum height at most vertical angle
 - Roof top structural evaluation and required modifications
- Fire department approval
- Address assignment from the County Clerk, if address has not yet been assigned
- Access approval from road jurisdiction
- Complete list of subcontractors
- New fences or other structures require separate permits

Plus for ALL ground mounted types –

- As applicable, Erosion and Stormwater Control permit
- As applicable, separate Fence Permit

Plus for Solar Energy Generation Facilities –

- Decommissioning Plan and financial security
 - Must be renewed every 4 years (from date building permit is issued)
 - Plans showing “High Voltage” sign – dimensions, message
 - Plans showing emergency contact sign – dimensions, message
- Include in site plan
- Distance of equipment to nearest principal dwelling not on the same parcel
 - Perimeter fence and location of lock boxes
 - Location of warning signs: high voltage signs and emergency contact sign(s)

After construction is completed, before COO: Provide Installation Certification from a State of Illinois licensed design professional and any third-party inspection or testing certificates