VILLAGE OF BARTONVILLE

SOLAR ENERGY EQUIPMENT PERMIT APPLICATION

Fee $200.00

Leon Ricca, Mayor
Tom Schepke, Building Coordinator ph: (309)633-2058
Hours- Tuesdays & Thursdays 9:00 a.m.-12:00 p.m.

BARTONVILLE VILLAGE HALL
5912 S. ADAMS STREET • BARTONVILLE, IL. 61607
TELEPHONE (309) 633-2053 • FAX(309)633-2056
WEBSITE: www.bartonville.org

SOLAR ENERGY EQUIPMENT PERMIT APPLICATION

APPLICANT:	CONTRACTOR:
Name:	Name:
Address:	Address:
City, State Zip:	City, State Zip:
Phone:	Phone:

ENGINEER:	GENERAL INFORMATION:
Name:	Parcel ID No:
Address:	Parcel Address:
City, State Zip:	Zoning: Construction Cost:
Phone:	Electrical License #:

USE TYPE:	STRUCTURE TYPE:	
❑ Residential	❑ Roof mounted	
❑ Nonresidential accessory	❑ Ground mounted (commercial):	
❑ Nonresidential principal	Height at max tilt _____	

SOLAR EQUIPMENT INFORMATION:

SYSTEM TYPE: (check all that apply)	SYSTEM SIZE: (provide all criteria)
□ Fixed system	# of panels: _____
□ Tracking system (circle one): Dual axis / Single axis	Total panel area: _____
□ Other: _____	kW per panel: _____
□ Includes battery bank	Total kW (output):

STANDARDS FOR Commerical GROUND MOUNTED EQUIPMENT ONLY:

SETBACKS: (at minimum tilt)	FENCE PROVIDED: Yes or NA	DECOMMISSIONING PLAN:
Front: _____	Lock boxes: Yes or NA	Provided: Yes or NA
Side: _____	Warning signs: Yes or NA	Security type: _____
Rear:	Height:	Amount:

Horizontal distance to nearest principal residential dwelling not on same parcel? _____feet

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

_____ _____
APPLICANT/APPLICANT'S AGENT DATE

For office use only:

Date Filed: _____ Filed By: _____
Side setbacks: _____ Structures on property: _____
Rear setbacks: _____ Zoning case required: YES / NO
Road type/setbacks: Permit #
Local State Township Primary CH Non-Primary CH Approved by:

VILLAGE OF BARTONVILLE
RESIDENTIAL SOLAR PANEL PERMIT & INSPECTION GUIDE
BARTONVILLE VILLAGE HALL

5912 S. Adams St. • Bartonville, IL. 61607
TELEPHONE (309) 633-2058 • FAX (309) 633-2056 633-2056
vh@bartonville.org website: www.bartonville.org

RESIDENTIAL SOLAR PANEL PERMIT & INSPECTION GUIDE

PERMIT REQUIREMENTS:

- A solar panel permit application with a valid electrical license number is required for the installation.
- Requirements apply to all types of solar energy equipment.
- Properties located in the Floodplain will be subject to additional requirements.
- Please submit **3 hard copies** of the following information and drawings:

DRAWING SUBMITTAL REQUIREMENTS:

When equipment is to be installed on an existing structure, include a letter from a structural engineer or architect indicating that the existing structure is sufficient to support the new loads associated with the additional weight and wind resistance (minimum 90 mph wind speed design).

Structural plans designed and sealed by an Illinois Professional Engineer or Illinois Licensed Architect for securing the panels to the existing structure, or to a new foundation or structure.

Electrical solar panel work shall comply with NEC Article 690, and the panels shall comply with UL Standard 1703.

Provide installation instructions and specifications on equipment and framing structures.

At minimum, the following shall be indicated on the plans (including a site or roof plan) to be confirmed during the inspection:

- Panel Layout and maximum height
- Mounted Structure & Anchors
- Roof Penetrations
- Grounding Points
- Conductor Size & Type
- Conductor Insulation Type
- Over Current Protection
- Charge Controllers
- Disconnect Size & Type
- Inverter Size & Type
- Battery(ies) Size & Type
- One-Line Diagram including earth grounding

Please do not submit payment until plans have been approved. The contact person listed on the application will be notified when the permit is ready to be paid for and picked up.