



VILLAGE OF BARTONVILLE
SOLAR ENERGY EQUIPMENT PERMIT APPLICATION
Fee \$200.00

Leon Ricca, Mayor
Jim Mckenna Building Coordinator ph: (309)633-2058

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: <input type="checkbox"/> Residential <input type="checkbox"/> Nonresidential accessory <input type="checkbox"/> Nonresidential principal	STRUCTURE TYPE: <input type="checkbox"/> Roof mounted <input type="checkbox"/> Ground mounted (commercial): Height at max tilt _____	
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SOLAR EQUIPMENT INFORMATION:	
SYSTEM TYPE: (check all that apply) <input type="checkbox"/> Fixed system <input type="checkbox"/> Tracking system (circle one): Dual axis / Single axis <input type="checkbox"/> Other: _____ <input type="checkbox"/> Includes battery bank	SYSTEM SIZE: (provide all criteria) # of panels: _____ Total panel area: _____ kW per panel: _____ 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

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

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.