

# Solar Panel Permit Application



Village of Glen Carbon  
Department of Building & Zoning  
151 N. Main Street  
Glen Carbon, IL 62034  
(618) 288-1200

**\*NOTICE\***

Submit completed applications to:	Submit inspection requests to:
<a href="mailto:permits@glen-carbon.il.us">permits@glen-carbon.il.us</a>	<a href="mailto:inspections@glen-carbon.il.us">inspections@glen-carbon.il.us</a>

**PERMITS ARE PROCESSED IN THE ORDER IN WHICH THEY ARE RECEIVED.** An automatic email response shall serve as proof that your permit was received. The application must be filled out completely and all required documentation submitted. The review process begins once all the required information has been submitted.

**YOU WILL BE NOTIFIED WHEN YOUR PERMIT HAS BEEN PROCESSED AND IS READY FOR PICK-UP AND PAYMENT.** Making multiple attempts with staff to determine the status of the permit will cause delays.

**INSPECTIONS ARE SCHEDULED IN THE ORDER IN WHICH THEY ARE RECEIVED.** An automatic email response shall serve as proof your inspection request was received. You will be contacted via email with a date and time once the inspection(s) have been scheduled with the appropriate staff.

Village Website	<a href="http://www.glen-carbon.il.us">www.glen-carbon.il.us</a>
Village Ordinances	<a href="https://codelibrary.amlegal.com/codes/glencarbonil/latest/overview">https://codelibrary.amlegal.com/codes/glencarbonil/latest/overview</a>

# **NOTICE TO ALL SOLAR PERMIT APPLICANTS**

## **INFORMATION SHEET**

### **GLEN CARBON BUILDING DEPARTMENT**

- 1) **Complete both copies of application. (Incomplete forms are returned)**
- 2) **Date and SIGN application and bring them to the Building Department at Village Hall or email them to [kcrawford@glen-carbon.il.us](mailto:kcrawford@glen-carbon.il.us)**
- 3) **One set of plans are required including:**
  - a) **Signed and sealed Engineered load calculations**
  - b) **Solar system specifications (including method of fasteners)**
  - c) **Site Plan (including proposed panel locations)**
- 4) **Your PERMIT to start construction along with a statement of charges and inspection information will be available for pick up in the Office of Building and Zoning provided your application is complete and meets Building and Zoning Regulations.**
- 5) **Payments for permits are required when permits are issued.**
- 6) **It is against the Laws established by Ordinance 521 to Use or Occupy (in whole or in part) any structure before being issued a CERTIFICATE OF USE AND OCCUPANCY.**
- 7) **Dumpsters and temporary restroom facilities cannot be placed on the street.**
- 8) **Commercial vehicles, trailers and equipment cannot be left on the street overnight.**
- 9) **Permits must remain visible and kept in good condition.**

#### **The Following Codes are used by the Village of Glen Carbon**

2012 International Building Code

2012 International Residential Code

2003 International Mechanical Code

2003 International Fuel Gas Code

2005 National Electrical Code

Current Illinois Plumbing Code

Current International Energy Conservation Code

Madison County Private Sewage Disposal Code

2018 Illinois Accessibility Code & (note 2018 A.D.A. now an Illinois Requirement) 2004 N.F.P.A. 96

Commercial Cooking

U.L 197 Standards

**IF YOU HAVE ANY QUESTIONS REGARDING CODES, MATERIALS OR INSTALLATION. IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER AND/OR TRADE TO CONFIRM.**

Permit No. \_\_\_\_\_

Zoning \_\_\_\_\_

## Village of Glen Carbon Solar Permit Application

### PART 1. GENERAL

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_

Project Address \_\_\_\_\_

Square Footage of Lot \_\_\_\_\_ Property I.D. # \_\_\_\_\_

### PART 2. TYPE OF BUILDING

Types of Structures

Type of Work

- |   |  |
|---|--|
| <input type="checkbox"/> Single Family _____  | <input type="checkbox"/> New Construction _____            |
| <input type="checkbox"/> Two Family _____     | <input type="checkbox"/> Remodel _____                     |
| <input type="checkbox"/> Multi Family _____   | <input type="checkbox"/> <b>Solar</b> _____                |
| <input type="checkbox"/> No. of units _____   | <input type="checkbox"/> Other _____                       |
| <input type="checkbox"/> Garage/Carport _____ |  |
| <input type="checkbox"/> Room Addition _____  | <input type="checkbox"/> Market Value of Improvement _____ |

Market Value; \$110.00 sq. ft 1<sup>st</sup>.2nd. 3rd. floor, \$50.00 sq. ft. garage & unfinished basement, \$75.00 sq. ft. finished basement

		<b>Electrical (indicate amps of each)</b>	
<b>Heat</b>		<b>Service</b>	
Quantity	Type	AMP	Wire
Flue	Type	Total # of circuits	
Water Heater		Dishwasher	Disposal
Quantity	Type	Washer	Water Heater
Air Conditioner		Range	Oven
Quantity	Type	Dryer	Motor
		Communications unit	
		Sub Panel	Transformer
		Elect. Heat	Total KW
		Air Cond.	Total BTU
		Gas Furnace	Ceiling Fans

	Contractor Name	Tel. Number	License Number	Expiration Date:
Builder				
Electrical				
Plumbing				
Mechanical				
Roofer				
Other				

E-Mail \_\_\_\_\_

E-mail \_\_\_\_\_

**OWNER**

**GENERAL CONTRACTOR**

Name \_\_\_\_\_

Name \_\_\_\_\_

No. \_\_\_\_\_ Street \_\_\_\_\_

No. \_\_\_\_\_ Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

CONFORM TO ALL APPLICABLE LAWS OF THIS JURSDICTION AND AGREE NOT TO ALLOW ANY PERSON OR PERSONS TO USE OR OCCUPY THE ABOVE STRUCTURE BEFORE A FINAL INSPECTION HAS BEEN MADE AND APPROVED AND A CERTIFICATE OF USE AND OCCUPNACY HAS BEEN ISSUED FOR THIS STRUCTURE.

**“IT IS THE APPLICANTS RESPONSIBILITY TO COMPLY WITH ANY SUBDIVISION COVENANTS AND RESTRICTIONS WHICH MAY ALSO APPLY TO YOUR PROPOSED CONSTRUCTION.”**

\_\_\_\_\_

Date \_\_\_\_\_ Signature of Owner or Legal Representative \_\_\_\_\_

THIS PERMIT IS GRANTED ON THE EXPRESS CONDITION THAT THE SAID CONSTRUCTION SHALL, IN ALL RESPECTS, CONFORM TO THE ORDINANCES OF THIS JURISDICTION, INCLUDING THE ZONING ORDINANCE, REGULATING THE CONSTRUCTION AND USE OF BUILDINGS, AND MAY BE REVOKED AT ANY TIME UPON VIOLATION OF ANY PROVISIONS OF SAID ORDINANCES.

\_\_\_\_\_

Date \_\_\_\_\_ Approved \_\_\_\_\_ Permit Fee \_\_\_\_\_

## SITE PLAN

- 1) Draw lot and show its dimensions
- 2) Show distances (setbacks) of all buildings to lot lines, dimensions (size) of buildings and lot. Indicate size & location of easements.
- 3) Include proposed solar panel locations
- 4) If a corner lot indicate setbacks on both streets
- 5) Indicated any additional out buildings, size & setbacks.
- 6) Indicate proposed location of new home.
- 7) Indicate street and road names
- 8) Indicate North

