

Solar PV Review Guidelines – Building

- Codes used: 2015 International Residential Code (IRC), 2015 International Building Code (IBC), 2015 International Fire Code, and 2014 National Electric Code (NEC).
- A licensed Illinois Structural Engineer is required to provide documentation verifying the existing roof structure is capable of supporting the new load. If any additional structural elements are required to be installed this shall be noted.
- Larger systems require a licensed Illinois Professional Engineer to provide an electrical plans.
- The method of attachment (i.e. sheathing, rafter, etc.) to roof structure shall be specified.
- Pathways shall comply with section 605.11 IFC.
- Weather sealing at the attachment points shall comply with section 909.3 IRC
- AC and DC conductor size and type shall comply with Chapter 3 NEC, and article(s) 690.7, 690.8, 690.31, 690.35, and 705.60 National Electric Code.
- Equipment grounding and bonding shall comply with UL 1703, UL 2703, and article(s) 690.43 and 690.45 NEC.
- Overcurrent protection device shall comply with article(s) 690.8, 705.12 and 705.60 NEC.
- All disconnecting means, types, and locations shall be specified in accordance with article(s) 690.13-690.17 NEC and/or utility.
- All marking and labeling shall be in accordance with section 605.11 IFC and article(s) 690.17, 690.31, 690.53 and 690.56 NEC.
- A rapid shutdown system (RSS) shall be provided in accordance with article 690.12 NEC.
- Information shall be provided on the size of the service and whether or not the service is new or existing.

Solar PV Review Guidelines Zoning

- Roof Mounted Solar PV is a permitted accessory structure in all zoning districts.
- The panels must be located so that they do not reflect light onto abutting residential lots.
- The panels may not extend above the peak of the roof to which it is attached.
- No panels maybe mounted facing or within a 60-degree angle of the front lot line, expect if the front lot line is the southerly facing lot line.

- Ground mounted systems are not permitted.

Required Documents for Permit Submittal

1. Completed [permit application form](#).
2. Deposit fee (Residential \$65 Commercial \$500).
3. A site plan showing the location of the array and major components.
4. A line diagram that shows the PV array configuration, conductors, conduit, overcurrent protection, inverter(s), disconnects, and point of utility interconnection.
5. Specification sheets for all equipment: modules, inverter, racking, etc.
6. Plat of survey.
7. Building Elevations indicating height from grade, existing roofline, and mounting angle.
8. Information on potential reflecting light impacts on neighboring properties and Anti-Reflective (AR) coating

Solar Permit Fees

1. Deposit (due at permit submittal and credited towards permit fee)
 - a. Residential \$65
 - b. Commercial \$500 (see [fee schedule](#) for projects over \$175,000)
2. Permit fees - Residential
 - a. All third party review costs (\$65 per review)
 - b. 1.5 % of total job cost.
3. Permit fees - Commercial
 - a. All third party review costs (\$110 per review hour)
 - b. 1.5% of total job cost (see [fee schedule](#) for projects over \$1,000,000)

Steps for Applying for a Permit

1. Complete building permit application, including enclosure of all items listed above in “Required Documents for Permit Submittal”.
2. Register all contactors per [contractor registration form](#).
3. Permit applications should be submitted to the Community Development Department
53 S. La Grange Rd.

Required Inspections and Information

1. Required inspections
 - a. Residential
 - i. Simple PV installations: two required inspections (Electric Final and Building Final). Provide pictures at various stages showing the flashing at the attachment points and of the listed modules at the time of the final inspection.
 - ii. Other installations: as determined by the Building Inspector.
 - b. Commercial
 - i. Simple PV installations: two required inspections (Electric Final and Building Final).
 - ii. Other installations: as determined by the Building Inspector.
2. To schedule inspections, contact the Community Development Department at (708) 579-2320.
3. Advanced notice of 24 hours is required for scheduling inspections.
4. Inspections time frames:
 - a. Residential between 8:00 am - 12:00 pm
 - b. Commercial between 1:00 pm and 4:00 pm
5. Approved permit plans must be on site and permit placard must be visible in an exterior window.