



Town of Culpeper  
Planning & Community Development  
400 South Main Street, Suite 301  
(540) 829-8260  
[planning@culpeperva.gov](mailto:planning@culpeperva.gov)

Town of Culpeper  
Treasurer's Office  
400 South Main Street, Suite 109  
(540) 829-8220  
[payonline@culpeperva.gov](mailto:payonline@culpeperva.gov)

## PLEASE SUBMIT THE APPLICATION, MATERIAL AND FEE TO THE TREASURER'S OFFICE

### The application will not be accepted without the following Required Items:

- Specification for the solar panels
- Diagram showing the solar layout
- Fee – Residential Permit Fee \$25.00  
Commercial Permit Fee \$100.00
- Proof of general liability insurance policy (only required if using the residential net metering)

### Town Light and Power Customer's Process: (Typical Review time is a week)

- Application is submitted to the Treasurer's Office
- The Treasurer's Office will route the application to Light and Power for review and compliance with the Residential Net Metering Policy dated April 11, 2023. As part of the review Light and Power will confirm the existing meter type and if a new meter may be required. If a new meter is required it will be set at the customer's expense.
- Once Light and Power completes their review and confirms the meter type, the application will be sent to Planning & Community Development for review and approval of the zoning permit.
- Once the Zoning Permit is issued the applicant can apply for a building permit through Culpeper County Building Office (540) 727-3405.

All Residential Town Light and Power customers please be aware of the requirements of the Town's Residential Net Metering Policy dated April 11, 2023.

### Dominion Energy and Rappahannock Electric Customer's Process: (Typical Review time is a couple of days)

- Application is submitted to the Treasurer's Office
- Application is routed to Planning & Community Development for review and approval of the zoning permit.
- Once the Zoning Permit is issued the applicant can apply for a building permit through Culpeper County Building Office (540) 727-3405

Questions pertaining to the Residential Net Metering Policy, please call Light & Power at (540) 829-8165  
Questions pertaining to the Zoning Permit, please call Planning & Zoning at (540) 829-8260  
Questions pertaining to Utility Billing, please call the Treasurer's Office at (540) 829-8220  
Questions pertaining to Dominion Energy or Rappahannock Electric, please contact your electric service provider.



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## Solar Application for Zoning Permit

Property Address: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Property Owner Phone: \_\_\_\_\_

Property Owner Email: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contractor Phone/Email: \_\_\_\_\_

Contractor License #: \_\_\_\_\_

Proposed Activity: \_\_\_\_\_

Estimated Cost: \_\_\_\_\_

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

For Office Use Only:

Town Electric: Yes or No                      Location#: \_\_\_\_\_                      Meter Type: \_\_\_\_\_

Date Notified Light & Power: \_\_\_\_\_

Date application sent to Planning & Community Development: \_\_\_\_\_

Fee Collected: \_\_\_\_\_