



CONTACT

Building Department
(815) 469-2177

ROOF TOP SOLAR PANEL REQUIREMENTS

OVERVIEW:

A permit is required for the installation of roof top solar panels. The current permit fee is \$70.00.

APPLYING FOR THE PERMIT:

The property owner will need to submit the following information when applying for this permit:

- Completed building permit application
- Provide a plat of survey
- Provide a copy of the State of Illinois Distributed Generation Installer Certificate
- Provide the subdivisions HOA or ARC approval letter, if applicable
- Provide a signed copy of the solar panel installation contract
- Provide a copy of the electrical contractors license from a municipality that has an established electrical commission board and administers tests on a regular basis
- Electrical contractor to provide a letter of intent
- Provide an approved copy of the interconnection agreement between the homeowner and the local energy supplier
- Provide a structural certification report for the installation of roof mounted solar panels. Report must be completed by a State of Illinois licensed Architect or Structural Engineer with stamp and signature.
- Provide manufacture's specifications and installation instructions for solar panel support system, solar panels, combiner boxes, and inverters.
- Provide (2) full sets of plans (11 x 17) for roof mounted solar panel installation to include:
 - System design criteria shall meet the minimum code requirements of the 2011 NEC, 2012 IRC, 2012 IBC, 2012 IFC, Frankfort Fire Protection District requirements and the Village of Frankfort amendments to the codes.

- Site Plan:
 - Identify set back dimensions of solar panels on roof from eaves, ridges, valleys, hips and gable ends
 - Roof material type, slope, rafter size, spacing and length
 - Location of electrical utility meter, inverter, micro inverter, combiner box, junction box, disconnects, conduit and main service panel
- Provide the roof mounting solar panel support system layout
- Provide a solar array electrical one-line diagram signed and stamped by an Illinois licensed electrical engineer detailing PV calculations, amperages, conductors, conduits, grounding, bonding, panels, and disconnects
- Provide locations of solar labels and signage
- **Required Inspections:** a rough electrical inspection is required prior to covering the electrical components and final inspection to verify code compliance.