



## **SOLAR PANEL PERMIT REQUIREMENTS**

**Village of Swansea  
Building and Zoning Department  
1444 Boul Avenue  
Swansea, Illinois 62226  
(618) 234-0044**

The Village of Swansea requires building permits for all residential and commercial solar panel installations. A building permit must be obtained prior to beginning any work. The permit application must be submitted through the Village of Swansea Building and Zoning Department. The following items must be included as part of the application:

### ***SUBMITTAL REQUIREMENTS***

1. **Building Permit Application:** Installer must be active on the Illinois Commerce Commission Utility Company Database:  
<https://www.icc.illinois.gov/emdb/ucdb/search>
2. **Plat of Survey or Site Plan:** Indicate the location of the building(s) and the proposed system including modules, inverter(s), combiner boxes, utility disconnects and meter(s), and service panel board. For ground mounted systems, include the number and configuration of the modules and provide dimensions to property lines and adjacent buildings.
3. **Proposed Roof Plan:** For roof mounted systems, the roof plan must clearly indicate the following:
  - a. A dimensional layout plan drawn to scale including the number and configuration of the modules
  - b. The structure must be capable of supporting the weight of the proposed system.
  - c. Indicate the size and spacing of roofing structural elements.
  - d. Indicate the type of roof covering and existing roof slope (i.e. asphalt shingle, steel, etc.).

- e. Indicate the number of existing roof layer and estimated date of last roofing installation.
- f. Show the access pathways/setbacks to allow for support of access to the roof. The pathways/setbacks shall be located in areas with minimum obstructions.
  - i. Residential: Not fewer than two 36" wide setbacks on separate roof planes, from lowest roof edge to ridge; not fewer than one pathway shall be on the street or driveway side of the roof for each roof plane with an array, not fewer than one 36" wide pathway shall be provided on the same roof plane as the array, and an adjacent roof plane, or straddling the same and adjacent roof planes.
  - ii. A setback of not less than 18" wide is required on both sides of a horizontal ridge (greater than 33% of total roof area requires 36" on both sides).
- g. Provide details for array mounting to the supporting structure; include rail/racking system manufacturer specifications. The details must show the total mounting height, weight, and total square footage of the system.

**4. Analysis/Drawing from an Illinois licensed structural engineer.**

**5. Electrical Plan:** The plan shall include the following electrical information:

- a. A diagram including all circuitry, types/sizes of conduits and conductors, lengths of runs, array wiring, equipment, fusing, points of connection, disconnects, and equipment grounding.
- b. Specifications from the panel manufacturer, inverter manufacturer, and battery manufacturer (as applicable)
- c. System power rating
- d. Ratings for panelboard ampere, main breaker, and backfeed breaker
- e. Means of system disconnection
- f. All required labeling and warning signs must be installed permanently

**NOTE: It is the responsibility of the property owner to assess the lifespan of the existing roof versus the solar panels; the lifespan of the solar panels may be**

**greater than that of the existing roof. Once installed, there will most likely be n increase in costs for a roof replacement with photovoltaic panels in place.**

**Applicable Codes: IRC 2015 | IBC 2015 | NEC 2014 | IFC 2006**

**Contractor is responsible for scheduling and being present for all required inspections. Upon request, a ladder must be available to access the roof.**

**Required inspections:**

- **Rough framing, rail/racking, install prior to installation of modules**
- **Electrical Service (prior to reconnection)**
- **Final Building**
- **Final Electrical**