KANKAKEE COUNTY PLANNING DEPARTMENT BUILDING & ZONING DIVISION

SOLAR PANELS PERMIT APPLICATION

INSTRUCTIONS

Section 1 and Section 7 to be completed by Owner or Authorized Agent. Please note that if your property is in a subdivision, the covenants and restrictions of that subdivision should be consulted to ensure your project is in compliance. Covenants and restrictions for subdivisions can be obtained from the Kankakee County Recorder of Deeds Office. The Planning Department does not enforce subdivision covenants and restrictions.

Section 4. The application must be signed by the owner or authorized agent.

SOLAR PANELS REGULATIONS

1. All current carrying conductors shall be copper.
2. Minimum 12-gauge wire.
3. Minimum amp service for dwellings is 100 amps, all others 60 amps.
4. All metered service entrances overhead shall be in ridged metal conduit.
5. All wiring between the meter and the inside service panel exceeding 10 feet shall require the proper over current device.
6. The service panel shall be grounded with the appropriate size wire.
7. A ground rod is required for ground mount solar at the rack, if more than 20’ from the ground rod at the service meter.
8. Ground mount solar systems must be in the rear yard, and shall be at least 5’ off the side and rear property lines.
9. Minimum post hole depth or embedment is 42”
10. Clear access paths are required for roof mounted solar panels
11. Roof mounted solar systems must have a minimum #25 ground snow load & 107 mph wind load.
12. Ground mounted solar systems must have a #25 ground snow load & 107 mph wind load.

Solar Panels Worksheet

NAME_____ ADDRESS_____

Where are the solar panels located? Ground or roof? _____

What size is the system in kW? _____

Are you tapping on at the meter or panelboard? _____

What size is the electric service? _____

If roof mounted, is the system on the primary residence or an accessory structure? _____

If ground mount, what is the depth of trench? _____

If ground mount, are you drilling holes or driving the piles? _____

Is there a battery storage system? _____ If yes, what size? _____

Are you planning on installing a secondary ground system? _____ If so, where? _____

SUBMITTAL REQUIREMENTS

1. Solar Panels permit application.
2. Solar Panels permit worksheet.
3. Contractor List
4. Stamped Construction Plans
5. Stamped design statement from the Engineer
6. Plot plan
7. Copy of the signed contract

KANKAKEE COUNTY PLANNING DEPARTMENT BUILDING & ZONING DIVISION
SOLAR PANELS PERMIT APPLICATION

Date Received: _____ Add-On: ☐ Date of Add-On: _____
Building Permit Fee: _____ Admin. Fee: _____ Total Fee: _____
Date Issued: _____ Paid: _____ Permit No.: _____

Applicant to complete this section:

SECTION 1: OWNER INFORMATION

Name: _____
Telephone Number: _____ Email: _____
Current Address: _____
Site Address: _____
Contact Person: _____ Telephone Number: _____
Email: _____
Will the homeowner be performing the work themselves? Yes _____ No _____

SECTION 2: PROPERTY INFORMATION

PI No: _____ Township: _____
Floodway/Floodplain: _____ Date: _____ Initials: _____
Subdivision: _____ Block No.: _____ Lot No: _____
Zoning District: _____ Check PI File: Date: _____ Initials: _____

SECTION 3: PROJECT INFORMATION

Project Description: _____

_____

_____

Signed Contract (Attach): _____ Total: _____
Material: _____ Labor: _____ Other: _____

SECTION 4: AUTHORIZATION

As the owner or authorized agent of the above described property, I hereby authorize the addition of the above described improvements and work that will be performed by the contractors listed or by myself. The information provided is accurate to the best of my knowledge.

_____
(Signature of Owner or Authorized Agent)

SECTION 5: DOCUMENTS

ITEM	DATE FORM GIVEN	DATE RECEIVED	DATE APPROVED
Referral Form/Septic Permit			
911 Form			
Culvert Permit			
Plot Plan			
Erosion Control Permit			
1 Set of Plans			
Plan Review Sheet			
Copy of Recorded Deed/GIS			
Contractor's List			
Impact Fees			
Farm Affidavit			
Stormwater			
Energy Code Checklist			
Plumbing Letter of Intent			

Application Taken By: _____

SECTION 6: PLAN/ APPLICATION REVIEW

Application Reviewed By: _____ Approved: ☐ Denied: ☐

If denied, state reason why: _____

_____

SECTION 7: CONTRACTOR INFORMATION

PERMIT#_____

Owners Name:_____ Type of Construction:_____

If the contractor's list should change at any time during the project, a revised list shall be submitted to the Planning Department

General:		License #			
		Signed Aff.	___ Yes	___ No	
Contractor:		Gen. Lib.	___ Yes	___ No	
		Work Comp	___ Yes	___ No	
Phone #:		Bond	___ Yes	___ No	

Installer:		License #			
		Signed Aff.	___ Yes	___ No	
Contractor:		Gen. Lib.	___ Yes	___ No	
		Work Comp	___ Yes	___ No	
Phone #:		Bond	___ Yes	___ No	

Electric:		License #			
		Signed Aff.	___ Yes	___ No	
Contractor:		Gen. Lib.	___ Yes	___ No	
		Work Comp	___ Yes	___ No	
Phone #:		Bond	___ Yes	___ No	

Trade:		License #			
		Signed Aff.	___ Yes	___ No	
Contractor:		Gen. Lib.	___ Yes	___ No	
		Work Comp	___ Yes	___ No	
Phone #:		Bond	___ Yes	___ No	

Roofing:		License #			
		Signed Aff.	___ Yes	___ No	
Phone #:		Gen. Lib.	___ Yes	___ No	
		Work Comp	___ Yes	___ No	
		Bond	___ Yes	___ No	
State License #:	104-	Expiration			

Date Received: _____ Date Approved: _____ Approved By: _____