



WINNEBAGO COUNTY

— ILLINOIS —

DATE: Wednesday, October 30, 2019
Revised Date: 11/ 5/ 2019, 11/22/2019

Solar Permitting Check List

Zoning Clearance Permit Requirements for Unincorporated Winnebago County

- ✓ Application for County Zoning Clearance/Permit must be submitted and approved in accordance with Section 4.7.1 of Chapter 90 of the Winnebago County Code
- ✓ Site plan must be submitted and approved in accordance with Section 4.4 of Chapter 90 of the Winnebago County Code
 - www.wincoil.us -> Departments -> Regional Planning, Building & Zoning -> Planning & Zoning Division -> click on "Winnebago County Unified Development Ordinance" (directly under the map).

Building Criteria for Plan Review

- ✓ **Structural**
 - Description of roof components: pitch of roof, type of truss system(s), size of framing members (if not manufactured).
 - Load criteria: wind load, snow load, live load, and dead load of existing roof **and** after installation of solar panels.
 - Solar panel hardware and anchorage components from manufacturer.
 - Site information and layout – Positioning of solar panels on roof.
- ✓ **Electrical**
 - Electrical diagram with interconnection notes, disconnect notes, grounding notes, and general notes.
 - Location and legend of electrical equipment.

Building Documents Needed for Plan Review

- ✓ **Installer**
 - Must be a Distributed Generation Installer
 - Certified by State of Illinois Commerce Commission Credentials
- ✓ **Residential**
 - Building Permit Application
 1. General contractor
 2. Electrical contractor
 - Electrical diagram of circuitry
 - Structural worksheet with load calculations for installation of system by an Illinois design professional
- ✓ **Commercial**
 - Three copies of signed and sealed drawings by an Illinois design professional, unless electronically submitted.
 - Proceed through plan review process for electrical and structural