

PV Systems Permit

Residential/Commercial Construction
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Property Information

Site Address: _____

Parcel ID(s): _____	Zoning District: _____
Lot Acreage: _____	Township: _____

Property Owner Information

Name: _____

Address: _____

Phone # _____	Fax # _____
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Email: _____

Applicant Information

Same as property owner

Name: _____

Address: _____

Phone # _____	Fax # _____
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Email: _____

PV System Information

System Type: Ground Mounted Roof Mounted

Number of Kilowatt Hours or Megawatt Hours Produced: _____

PV System Total Surface Area: _____

Total weight of PV System and Rails: _____

Number of Attachment Points: _____

Weight per Attachment Point: _____

Staff Use Only

PV#

Received By: _____

Date Filed: _____

Fee Paid: _____

Receipt #: _____

RZ/CZ #: _____

Fee Paid: _____

Receipt #: _____

Building Permit #: _____

Fee Paid: _____

Receipt #: _____

Electrical Permit #: _____

Fee Paid: _____

Receipt #: _____

Water Supply

- Public (Central)
- Private (On-site)
- Other

Wastewater Supply

- Public (Central)
- Private (On-site)
- Other



Economic Development & Planning Department
James Schimmer, Director

Submittal Checklist

- Completed: This Application Form
- All Fees Paid
(check/money order only)
- Site Plan (max. 11"x17")
see pg. 2
- Supporting Documents
(Proof of Easement, etc)
- PV System can accurately be represented by one of the four standard electrical diagrams, or a custom diagram can be approved by Staff. Appropriate Electrical Diagram (AC Module, Standard String, Micro-Inverter, Supply-Side Connection) included with this application.

****Note: Electrical Diagram Templates, including a blank template, are available at development.franklincountyohio.gov/forms**

Applicant Signature

Applicant certifies that all information provided is true and accurate and is submitted to induce the issuance of a Certificate of Zoning Compliance. Applicant agrees to be bound by all provisions of the Franklin County Zoning Resolution, to complete all work in accordance with applicable Federal, State and Local laws and regulations, and to allow for the inspection of improvements outlined in the Certificate of Zoning Compliance application. Applicant hereby acknowledges that all work described herein must begin within six (6) months of the date of issuance and be substantially completed within one (1) year. Failure to do so shall void the certificate and no work may commence until a new Certificate of Zoning Compliance is issued in accordance with Section 705.025 of the Franklin County Zoning Resolution.

Applicant

Date



Site Plan Requirements

***** Site plans which are incomplete and/or not drawn to scale will not be accepted*****

- **Preparation & Submittal**

- The site plan must be prepared by a design professional (i.e. registered surveyor, engineer and/or architect) as provided per Section 705.022 of the Franklin County Zoning Resolution
- Two (2) copies: Minimum size = 8.5"x11" paper, Maximum size = 11"x17" paper
 - Larger size and digital copies are acceptable in addition to the required paper sizes

- **Basic Content**

- North arrow and appropriate scale (i.e. 1 inch = 20 feet)
- Property lines labeled with exact dimensions
- Street right-of-way boundary and street centerline

- **Show all existing site conditions (label as "Existing"):**

The following must be provided for ALL PV System Permit Applicants:

- Location and dimensions of all existing buildings, structures, and landscaping
- All easements and utilities (above and below ground)
- Existing use(s) of all buildings

The following must be provided for GROUND MOUNTED PV System Permit Applicants:

- Driveways, parking pads and other parking areas labeled with the dimensions
- On-site water and sanitary system location and dimensions. Provide proof of public water and/or sewer otherwise
- Existing above and below ground drainage and stormwater features (for ground mounted PV Systems)

- **Show all proposed development (label as "Proposed"):**

The following must be provided for ALL PV System Permit Applicants:

- Location and dimensions of SURSRVHG □ □WHP□

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The following must be provided for ROOF MOUNTED PV System Permit Applicants:

- Show that roof type is lightweight (ie: composition, lightweight masonry, metal, etc.)

(Roof Mounted PV Systems are not permitted on non-lightweight roof types)

The following must be provided for GROUND MOUNTED PV System Permit Applicants:

- Show setback distance from the primary structure, street centerline and all property lines
- Show that proposed PV System does not interfere with ground or stormwater drainage
- Area of disturbance (i.e. grading, filling, clearing and excavating, etc.) labeled with precise dimensions and limits
- Landscaping details: location, quantity, size and plant species used (if applicable)

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PV#

Staff Use Only

Development Standards

Zoning District:		
Subdivision Name		
Non-Conforming:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Floodplain:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Riparian Setbacks:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
VACU Required:	<input type="checkbox"/> Yes, Case #:	<input type="checkbox"/> No

	Required	Proposed
Lot Width:	ft	ft
Road Frontage:	ft	ft
Lot Area:	acre/s	acre/s
Lot Coverage:	%	%
Front Yard:	ft	ft
Side Yard (Left)*:	ft	ft
Side Yard (Right)*:	ft	ft
Rear Yard:	ft	ft
Distance from house	ft	ft
Building Height:	ft	ft
Parking Setback:	ft	ft

*As viewed from the street

Area Calculations

Principal Structure:	ft ²
Accessory Structure:	ft ²
Accessory Structure:	ft ²
Accessory Structure:	ft ²
Proposed Structure:	ft ²
Proposed Structure:	ft ²
Area of Disturbance:	acre/s

Technical Agencies

Public Health/OEPA	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
County Engineer	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
FSWCD	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
ODOT	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		
	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
Date Submitted:		
Date of Action:		

Staff Action

Approved
 Approved with Conditions
 Denied

Signature

Date

Comments/Conditions of Approval
