



# SOLAR PANEL GUIDELINES

The following are general guidelines to install solar panels:

- A permit is required, Submit a completed application along with registered contractors
- Site Plan: Provide proposed location of the panels and neighboring properties.
- Historic District? If your proposal is in a Historical District the following must be met;
  - All efforts have been made to install the panels in areas not readily visible from the street, such as behind a dormer or on the garage
  - Panels should stand off from the wall or roof of the building
  - Panels shall be “readily reversible”. This means that their installation allows for future removal of the panels without any damage or alteration of the original historic structure.
  - No damage or removal of any historic feature of the home shall take place as part of the installation of the solar panels
  - Panels are not to be placed on the slope of the roof or wall of the home that faces the street on which the home is situated.
  - (If the above are met this construction shall be approved by staff. If the above is not met this construction requires an application to get a Certificate of appropriateness from the Historic Preservation Commission)
  - Any proposal on an Historical Landmark shall require a Certificate of Appropriateness from the Historic Preservation Commission
- Structural Detail: Provide a structural detail; showing the mounting details and of how the roof or wall shall be constructed to support the loads imposed by the roof-mounted or wall-mounted solar device as it will not affect the structural stability of the existing structure. This drawing must be signed and sealed by a licensed architect or structural engineer. Provide a detailed framing plan indicating any work involving modification to the building's structural framing system.
- The International Residential Code regulations are as follows:
  - Provide the manufacture’s installation instructions which may include:
    - The entire manufactured system shall be listed and labeled.
    - The collectors and supporting structure shall be constructed of noncombustible materials or fire-retardant-treated wood equivalent materials.
    - System components containing fluids shall be protected with pressure- and temperature-relief valves.
    - System components that might be subject to pressure drops below atmospheric pressure during operation or shutdown shall be protected by a vacuum-relief valve.
    - Freeze protection is required
    - Closed fluid loops that contain heat transfer fluid shall have an expansion tank
    - The system’s valves shall be labeled for open/closed operations
    - The maximum temperature shall be limited to 180 degrees.
    - Flammable gases are prohibited
    - A backflow device is required if connected to the potable water supply
- The National Electric Code regulations are as follows:



## Solar Panel Guideline

- Provide an electrical power plan indicating location of all proposed electrical.
  - The photovoltaic source circuits and photovoltaic output circuits shall not be in the same raceway
  - The connections to a module or panel shall be arranged so that removal of a module or panel from a photovoltaic source circuit does not interrupt a grounded conductor to another photovoltaic source circuit.
  - The equipment shall be identified and listed
  - The grounded system shall be GFCI protected
  - The Faulted Circuits shall be isolated
  - A warning label is required on the utility-interactive inverter
  - Refer to the adopted National Electric Code for details.
- This drawing must be signed and sealed by a licensed architect or structural engineer.
  - Construction shall be required to meet all zoning regulations.

### Required Submittal Checklist, in general, if applicable;

|  |   |
|--|---|
| Completed APPLICATION w/contractors  | SCOPE of WORK proposed  |
| PLAT OF SURVEY(3)  | ENERGY (3) (R and U values of the envelope)   |
| FLOOR LAYOUT(3)(space usage, exits/routes)   | ELECTRIC(3) (Panel, outlets, lighting, smoke/co alarms)   |
| PLUMBING (3)(Drain waste & vent detail)  | MECHANICAL (3) (Ductwork-supply & return, exhaust etc.)   |
| SITE PLAN/ZONING (3)(Proposed location w/ setback from all structures and lot lines) | STRUCTURAL (3)(Footings, foundations, walls, joists, rafters, beams, columns, and any structural details) |

## ONLINE SERVICES to better serve you...

- Online Permit submittal is available
- Online Permit Status is available
- Online Inspection scheduling is available at [www.oak-park.us](http://www.oak-park.us)

The permit process is a check and balance system that normally involves a designer, plans examiner, contractor, and inspector to ensure the best quality and safest construction possible. As much as the mentioned professionals attempt to achieve full code compliance every effort has been made to identify all code deficiencies however, failure to identify a code deficiency during plan review and inspection does not alleviate any obligation to comply with all applicable code provisions.

Approved plans shall be available on site at all times

All previous inspection reports shall be available on site

Any changes to the approved construction documents shall be resubmitted in triplicate for a re-review & re-approval

Police/Fire@911    NICOR @888-642-6748    ComEd@800-344-7661    J.U.L.I.E 811    OSHA 847-803-4800

In general, nothing should be concealed unless a passing inspection has been issued  
**TO SCHEDULE AN INSPECTION CALL: 708-358-5430 or at [www.oak-park.us](http://www.oak-park.us)**