



**APPLICATION FOR  
SOLAR PHOTOVOLTAIC (PV) SYSTEMS**  
*Village of Carol Stream*  
Community Development Department  
500 N. Gary Avenue, Carol Stream, Illinois 60188  
(630) 871-6230

(Information in this box to be completed by Village Staff) Flood Plain

**Permit #** \_\_\_\_\_

Date Received \_\_\_\_\_ Date Issued \_\_\_\_\_ Permit Fee \$ \_\_\_\_\_ Bond \$ \_\_\_\_\_

(Please print clearly)

**Project Address** \_\_\_\_\_

Property Owner       Occupant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Construction  
Valuation**  
(To include labor and  
materials only):

\$ \_\_\_\_\_

Applicant Printed Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Building Type:**

Residential     Commercial/ Industrial     Multi-Family    Other \_\_\_\_\_

**New or Existing PV System:**

**PV System Type:**

New System     Additional System     Replacement     Roof     Ground     Other

**Inverter Configuration:**

String Inverter     String Inverter w/ DC Converters     Micro-Inverters or AC Modules

**Other (Describe in Detail):**

<input type="checkbox"/> <b>Total PV System Size</b> kW DC	<input type="checkbox"/> <b>Total Sq. Ft. of PV System</b> Sg. Ft.	Refer to Type C permit fee schedule for One- and Two-Family Residential Refer to the Type E permit fee schedule for Commercial/Industrial/Multi-Family. Residential Applications can be submitted online, in-person, mail or email. Commercial Applications can be submitted in-person, mail or email. Permits are not processed until permit fees are received. See the Village of Carol Stream Solar Landing Page for more information.
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I have reviewed and understand the Important Notices on the following page before signing this application (Initials required) \_\_\_\_\_

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(Do not write below this line)

By: _____ Date: _____ Zoning Official or Authorized Deputy	By: _____ Date: _____ <input type="checkbox"/> N/A Engineering Official or Authorized Deputy
By: _____ Date: _____ Building Official or Authorized Deputy	By: _____ Date: _____ <input type="checkbox"/> N/A Stormwater Admin. or Authorized Deputy

**Important Notices:**

- 1) A permit must be obtained for all installations or alterations of electrical equipment BEFORE WORK STARTS. Refer to Solar Permitting Checklist for additional documents required. Failure to provide all required documents, including (1) Site Plan, (2) Electrical Diagram, and (3) Specification Sheets and Installation Manuals will delay permit approval. All permits expire six (6) months after date of issuance. Failure to start the work authorized by a permit within this six-month period renders the permit invalid and a new permit must be obtained. Once work begins, noticeable progress must continue until completion. All work must be complete within eighteen (18) months of a permit issue date.
- 2) Please Submit the following additional documents with the Solar PV Permit Application:
  - a. Site Plan
  - b. Electrical Diagram
  - c. Specification Sheets and Installation Manuals
  - d. [Additional Document – edit or delete as necessary]
- 3) Any permit issued as a result of this application will authorize only work applied for hereon. If other work is to be done, additional permits may be required.
- 4) The owner/applicant agrees to pay the cost incurred by the Village for review of plans and specifications for building permits by Village staff, the Village Attorney, and other outside consultants as may be required to fulfill the provisions of Village Ordinances.
- 5) This application must be signed by the property owner or duly authorized agent. Issuance of the permit herein applied for, for the approval of plans in connection therewith, shall not be construed to permit any construction upon said premises or use thereof in violation of any provision of the Building or Zoning Ordinances or other applicable Ordinances of Village of Carol Stream, or to excuse the owner or successors in title from complying therewith. The owner or contractor shall call for all required inspections upon completion of the work.
- 6) I hereby certify that I am the owner of record or that the proposed work is authorized by the owner of record, that I have been authorized by the owner to make this application and to schedule all necessary inspections as an agent, and that I agree to conform to all applicable codes, laws and ordinances of the Village of Carol Stream. (Initials required) \_\_\_\_\_
- 7) The Plat of Survey submitted with this application shows all proposed and existing structures (Initials required) \_\_\_\_\_

<b>CONTRACTOR INFORMATION</b> Please Provide Company Name, Address, Phone Number, and Email address. *Mark N/A if Not Applicable. *Mark TBD if Undetermined.	
<b>Contractor Type</b>	
General	
<b>Electrical **License required</b>	
Other	