



Building Department

6648 Road 506

Plevna, Ontario, K0H 2M0

Telephone: (613) 479-2231, Fax: (613) 479-2352

Building Application Check List

Roof Mounted Solar Panels

Applications for roof mounted solar panels are generally simpler than structures and some of the items listed below may or may not be required.

The Township's Zoning By-law is one of the laws that your proposed solar panel installation will be reviewed against. In many circumstances (particularly with waterfront lots) a pre consultation with the Township's Planning and Building Departments can answer any questions you may have and avoid costly mistakes prior to construction.

The items in the list below may be required for a complete permit application. Upon review of the application, the Building Department may require further documentation or clarification.

1. A complete Building Permit Application.
2. Permit fee (Payment due when permit is picked up).
3. Copy of deed or tax bill.
4. Engineering report on existing structure indicating that the structure can withstand the additional loads.
5. Site plan showing distances to other buildings and overhead wires.
6. Connection details for solar panels to roof.

Notes:

1. Permit card must be posted on site within view.
2. It is the sole responsibility of the applicant/owner to ensure that all inspections are completed.
3. 48 hours' notice is required for all inspections.
4. Hydro permit is required through Hydro One (1-877-372-7233)
5. **All permit applications must be complete before we can review them.**