



GENERAL INSTRUCTIONS FOR A SOLAR PERMIT

Need to submit:

1. Building permit application filled out completely, including cost of job for labor & materials (page 2).
2. Copy of contract.
3. Structural letter stamped by an Illinois Design Professional, verifying existing structural can handle the load.
4. Plan sets stamped by an Illinois Design Professional, with all electrical calculations.
 - a. **PLEASE NOTE:** The Village of Oswego requires the stamp of the electrical engineer who designed the system to be on the sheets containing electrical details and calculations.
5. Manufacturer's "cut sheets" (informational sheets) for all products being installed, such as solar panels, electrical junction boxes, disconnecting devices, inverters, and interconnection hardware.
6. Manufacturer's specification information for any products being installed.

General instructions for required Final Inspection:

- Photo Submittal is required at least 7 days prior to the requested final inspection.
 - Please email the photos to bzinfo@oswegoil.org to inform us that the project is completed, and you are requesting a final inspection. If the files are too big, we can send a large file request directly to you.
 - Required Photos
 - Attic Electrical Runs with warning labels applied
 - Interior and exterior of the electrical equipment showing electrical connections with all warning labels applied to homes electrical equipment.
 - Please include the address of the project and the permit number.
 - We will confirm receipt with the tentative date for the inspection.
- **A technician from the contractor must be present to open necessary items for the inspector.**
 - If the 7-day timeframe will not work for the homeowner or technician, please let us know. We can put the inspection on a later date if needed.
 - The window of time for these inspections will be from 10am to 12pm
 - If there is more than one inspection for any given day, please indicate which would be the first stop.
 - A paper copy of the plans must be with the technician on site for reference.
 - You will need to provide the technician's first name and phone number so that the inspector may call if needed.

Note for applicant: Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



100 Parkers Mill • Oswego, IL. 60543 • (630) 554-2310 • Fax: (630) 554-7545
 Website: <http://www.oswego-il.org>
 Building & Zoning Email: BZinfo@Oswegoil.org

RECEIVED _____
 ENTERED _____
 APPROVED _____
 CONTRACTOR REG. _____
 COMPLETE _____

Building Permit Application

Permit No. _____

CUSTOMER/OWNER INFORMATION	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

Approximate Construction Cost (Including Labor): \$ _____
 All permit applications require supplementary documents for each permit request

EXISTING & NEW STRUCTURE REQUESTS	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	CHICKEN COOP & TENT	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent
COMMERCIAL & NEW HOME REQUESTS	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	Square Footage of All Areas	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ Total _____
	<u>New Residential Only</u> No. of Bedrooms _____ No. of Baths _____	<u>New Construction Only</u> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____ _____	

Certificate:

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____