



**VILLAGE OF NORTHBROOK**  
Development & Planning Services  
1225 Cedar Lane  
Northbrook, Illinois 60062  
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[www.northbrook.il.us](http://www.northbrook.il.us)

**COMMERCIAL**

**ALTERNATIVE ENERGY SOURCE**  
**Solar Energy System (Photovoltaic) Permit Application**

**Property Address** \_\_\_\_\_

**Description of Work** \_\_\_\_\_ **Construction Value** \_\_\_\_\_

**Property Owner** \_\_\_\_\_

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

**Applicant/Contact** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Electrical Contractor** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_ **Email** \_\_\_\_\_

**Solar System Installer** \_\_\_\_\_

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

**Telephone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Submittal Requirements for Commercial Solar PV (Photovoltaic) System Application:**

**Drawing submittal: (3) copies each for roof mount. (4) copies each if ground mount.**

- Cover sheet with location map, sheet index, applicable codes, PV system size, number of pv panels to be installed, required State of IL architect and/or structural design seals. Code information regarding the existing building the pv system will serve (construction type, occupancy, number of stories, fire sprinkler system). All plans must be to scale with a north arrow. Project address/title block on each sheet.
- Site plan with property lines and accurate tree location/information for ground-mount. Ground-mounted systems designed per *IBC Ch.16 and IFC Sect 1204*. All views – plans, elevations and details.
- Roof plan(s) containing all existing mechanical equipment, plumbing vents, etc. and proposed panel layout with all dimensioned fire setbacks per *IFC Section 1204*.
- Documentation of the pv system's connection to the structure of the building as applicable, including framing plans, connections, details, structural calculations/load diagrams per *IBC Ch 16*.
- Electrical line diagrams showing array configuration, array wiring, combiner/junction box, conduit/wiring from array to inverter, DC grounding system disconnecting means, inverter, conduit/wiring from inverter to utility point of connection, AC grounding and system grounding, point of connection attachment method.

**Submit 1 copy of each item listed below:**

- Equipment specifications and manufacturer cut sheets, all equipment listed and labeled. Signage details.
- PV Installer requirements: credentials to comply with Northbrook amendment to the *NEC* (See Village of Northbrook Alternative Energy web page for details)