



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor
P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

PERMITS & INSPECTIONS INSTRUCTIONS Commercial Solar Energy Facility

ZONING ORDINANCE

Commercial Solar Energy Facilities are regulated by [Section 25-5-4-9 of the Kane County Zoning Ordinance](#).

BUILDING CODES

2021 International Residential Code
2021 International Building Code
2021 International Existing Building Code
2021 International Mechanical Code
2020 National Electric Code
2021 Illinois Energy Conservation Code
2014 Illinois State Plumbing Code
2018 Illinois Accessibility Code

REQUIRED PERMITS

Prior to ANY demolition or construction work associated with a Commercial Solar Energy Facility, permits are required from the Kane County Development & Community Services Department and the Water Resources Department.

A building permit for the commercial solar facility must be applied for and issued within 36 months after the date of approval for the special use. To be issued, the building permit application must be approved by the County and paid for. Construction is then required by the adopted building code to start within 6 months of building permit issuance and is required to be completed within 2 years of the issuance of the building permit.

Commercial Solar Energy Facilities require the following permits:

1. Access Permit(s)
2. Stormwater Permit
3. Electrical Service Permit
4. Temporary Structure(s) Permit (for mobile office, storage containers, etc.)
5. Building Permit for Commercial Solar Equipment Installation

SUBMITTAL INSTRUCTIONS

To apply for permits with the Development & Community Services Department, please fill out the [2024 BUILDING PERMIT APPLICATION](#) and then use the [Kane County Portal system](#) to apply for the permit.

PAYMENT INSTRUCTIONS

All building permits must be paid electronically through the [Kane County Portal system](#). **Payment is due after the permit is reviewed and approved, prior to permit issuance.**

Permit fees are subject to Kane Co. Municipal Code Chapter 6-12: FEE SCHEDULE.

1. **Commercial Solar Equipment Installation:**
 - a. 0-100 kw Six hundred dollars (\$600.00)
 - b. 101-500 kw One thousand dollars (\$1,000.00)
 - c. 501-1MW Three thousand dollars (\$3,000.00)
 - d. 1MW-2MW Six thousand dollars (\$6,000.00)
 - e. over 2MW Six thousand dollars (\$6,000.00) plus two hundred dollars (\$200) for each additional 100 kw or \$2000 per MW
2. **Electrical Service Upgrade for Non-Residential Use:** three hundred dollars (\$300.00)
3. **Temporary Structures:** two hundred and fifty dollars (\$250.00) per structure
4. **Access Permit Fees:** Please contact KDOT and/or the Township Highway Commissioner (whichever applies)
5. **Stormwater Permit Fees:** Please contact the Kane County Environmental & Water Resources Department

KANE COUNTY STAFF CONTACTS

See Appendix A attached.



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor

P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

REQUIRED PERMIT SUBMITTAL ITEMS

Every item listed below is required unless labeled otherwise; any omission of documentation will result in an incomplete application submittal and may delay the review and approval process. All permits must be submitted through the portal system and shall be submitted as separate permit applications.

1. ACCESS PERMIT(S)

Commercial Solar Energy Facilities typically require two (2) Access Permits from the applicable roadway jurisdiction: 1) a Temporary Construction Access Permit and 2) a Permanent Access Permit. Copies of these access permits are required to apply for all other Kane County permits and should therefore be applied for first. (Note: these permits must be applied for through the applicable roadway jurisdiction, not through the Development & Community Services Department)

2. STORMWATER PERMIT

A Stormwater Permit is required for every Commercial Solar Energy Facility. The Water Resources Department is one of the departments that reviews the overall building permit for the Solar Facilities and will not sign off on the permit application until the Stormwater Permit has been approved. Both permits can be applied for concurrently, but the Building Permit will not be issued until the Stormwater Permit is approved. (Note: The Stormwater Permit must be applied for through the Water Resources Department, not the Development & Community Services Department – for questions, please contact Anne Wilford)

3. ELECTRICAL SERVICE PERMIT

An Electrical Service Permit is required for every Commercial Solar Energy Facility; this permit applies to the electrical service line ONLY and shall not permit the construction of the paneling system, etc. This permit is also typically used to establish an address for the site, a requirement for ComEd to begin extending utility to the property.

Required submittal documents for an Electrical Service Permit include:

0. **Building Permit Fee** (at permit issuance)
1. **Building Permit Application**
2. **Geometric Site Plan**
3. **Copy of Approved Access Permit**

4. TEMPORARY STRUCTURE PERMIT

A Temporary Structure Permit is required for a mobile office and/or any storage containers, etc. proposed on the site during the construction phase of the project. A Temporary Structure Permit may be issued only if a Stormwater/Mass Grading Permit has already been issued; the permit is valid for six (6) months, after which an applicant may request an extension if needed.

Required submittal documents for a Temporary Structure Permit include:

0. **Building Permit Fee** (at permit issuance)
1. **Building Permit Application**
2. **Geometric Site Plan**
3. **Copy of Approved Access Permit**

5. BUILDING PERMIT (COMMERCIAL SOLAR FACILITY SYSTEM)

ADMINISTRATIVE DOCUMENTS

0. **Building Permit Fee(s)** (at permit issuance)

1. **Building Permit Application**

2. **Solar Contact Information Worksheet**

- a. See Appendix B attached.

3. **Liability Insurance**

- a. Commencing with the issuance of a Commercial Solar Energy Facility Building Permit, the Applicant shall maintain a current general comprehensive liability policy and automobile liability coverage covering bodily injury, death and illness, and property damage with limits of at least Five Million Dollars (\$5,000,000.00) per occurrence and in the aggregate; and, shall further maintain the above-stated lines of insurance from delivery of the Notice to Proceed by the Applicant for the Commercial Solar Energy Facility, in coverage amounts of at least Five Million Dollars (\$5,000,000.00) per occurrence and Twenty Million Dollars (\$20,000,000.00) in the aggregate during the life of the Commercial Solar Energy Facility. The Applicant shall file the original certificate of insurance upon commencement of project construction prior to the issuance of a Commercial Solar Energy Facility Building Permit, corresponding policies and endorsements to be provided within sixty (60) days of issuance, and at each subsequent renewal, at least annually thereafter. Applicant shall notify the County of any changes in the insurance coverage. [25-5-4-9(G)]



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor
P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

OUTSIDE AGENCY PREREQUISITE PERMITS & REVIEWS

4. **Copy of Approved Temporary Construction Access Permit** (from the appropriate Roadway Jurisdiction)
5. **Copy of Approved Permanent Access Permit** (from the appropriate Roadway Jurisdiction)
6. **Copy of Fire Protection District Review & Approval Letter**
 - a. Provide a letter from the servicing fire department that they have reviewed and approved the Geometric Site Plan, Final Building/Engineering Plans, and the Emergency Management Plan. The fire department should also give their approval of any required remote disconnects.
7. **Copy of the Emergency Management Plan [25-5-4-9(F)2]**
 - a. The Applicant shall submit to the local emergency responders a copy of the Site Plan, Standard Operating Procedures (SOPs) and Standard Operating Guidelines (SOGs), and any amendments to such documents, for the Commercial Solar Energy Facility so that the local law enforcement, fire protection district and rescue units, emergency medical service providers and emergency management service providers that have jurisdiction over each tower site may evaluate and coordinate their emergency response plans with the Applicant of the Commercial Solar Energy Facility.
 - b. The Applicant, at its expense, shall provide annual training for, and the necessary equipment to, the Operator and local emergency response authorities and their personnel so that they can properly respond to a potential emergency at the Commercial Solar Energy Facility.
 - c. The Applicant and the Operator shall cooperate with all local emergency responders to develop an emergency response plan. The plan shall include, at a minimum, 24-hour contact information (names, titles, email addresses, cell phone numbers) for the Applicant and the Operator and at least three (3) designated Commercial Solar Energy Facility representatives (a primary representative with two (2) alternate representatives, each of whom are on-call "24 hours per day / 7 days per week / 365 days per year"). Any change in the designated Commercial Solar Energy Facility representative or his/her contact information shall be promptly communicated to the County. The content of the emergency response plan, including the 24-hour contact information, shall be reviewed and updated on an annually basis.
8. **Copy of ComEd Interconnection Agreement**
 - a. Developers of principal use solar energy systems connected to the utility grid must provide written authorization from the local utility company acknowledging and approving such connection, prior to building permit issuance.
9. **Copy of Executed Agricultural Impact Mitigation Agreement (AIMA)**
 - a. The AIMA should have been executed and included in the Special Use Permit Zoning Application; please provide a copy of that document for our permit records

SPECIAL USE / ZONING DOCUMENTS

10. **Copy of Signed & Approved Zoning Ordinance** (from Special Use Permit Petition)
11. **Applicant Response Letter to Zoning Stipulations**
 - a. Provide a written response to each of the Stipulations included in the Approved Ordinance, describing how each stipulation was met and the proposed plans are in compliance and include corresponding documentation.
12. **Plat of Survey/ALTA Land Title Survey**
 - a. A copy of the Plat submitted with the Special Use Permit (SUP) application is sufficient unless changes have occurred since the SUP approval, in which case a revised and accurate new Plat is required. Plat must show all associated parcel identification numbers, any applicable easements, etc.
13. **Geometric Site Plan & Landscaping Plan**
 - a. The Applicant shall construct and operate the Commercial Solar Energy Facility in substantial conformance with the construction plans contained in a County-approved submitted Special Use application(s), conditions placed upon the operation of the Facility, the Kane County Stormwater Management Ordinance, this division and all applicable state, federal and local laws and regulations. [25-5-4-9(E)15]
 - b. See APPENDIX C: GEOMETRIC SITE PLAN & LANDSCAPING PLAN [Permit Format Guidelines]



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor
P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

14. Copy of the Approved Decommissioning Plan

- a. The Decommissioning Plan should have been approved during the Special Use Permit process; please provide a copy of that document for our permit records.

15. Decommissioning Surety Draft

- a. Submission of a draft form of Financial Security to the County in the form of a surety bond (performance and payment bond), irrevocable letter of credit or a cash escrow account that names the County as the beneficiary, or other type of Financial Security that is approved by the County. If an irrevocable letter of credit or surety bond (performance and payment bond) is selected, the original of the irrevocable letter of credit or surety bond shall be held by the County. If a cash escrow is selected, the cash escrow shall be held and managed by an independent third party (e.g., escrow agent or title company) on behalf of the County, subject to escrow instructions that incorporate the applicable decommissioning and repair/replacement/restoration obligations of this Agreement as executed by the County and the Applicant. Financial Security shall be phased in accordance with the Executed AIMA. [25-5-4-9(H)1.f]

FINAL ENGINEERING & BUILDING PLANS/DOCUMENTS

16. Site Assessment (Soil and Geotechnical Boring Report)

- a. Site Assessment: To ensure that the subsurface conditions of the site will provide proper support for the Commercial Solar Energy Facility and soil restoration, the Applicant, at its expense, shall provide soil and geotechnical boring reports to the Building Officer as part of its Commercial Solar Energy Facility Building Permit. The Applicant shall follow the guidelines for Conservation Practices Impact Mitigation submitted by the Kane-DuPage Soil and Water Conservation District (or equivalent regulatory agency). [25-5-4-9(E)13]

17. Natural Resources Inventory (NRI) Report from the Kane-DuPage Soil & Water Conservation District (SWCD)

- a. Applicant shall submit grading plans for the proposed Substations for review and comment by the Kane-DuPage Soil and Water Conservation District prior to the issuance of any Commercial Solar Energy Facility Building Permit for the construction of said substations. [25-5-4-9(E)13]

18. Solar Equipment Manufacturer Specs & Certificates of Design Compliance

- a. Commercial Solar Energy Facilities shall conform to applicable industry standards, including those of the American National Standards Institute ("ANSI"). Applicants shall submit certificates of design compliance that equipment manufacturers have obtained from Underwriters Laboratories ("UL"), or an equivalent third party. All solar panels, cells and modules; solar panel mounts and racking, including any helical piles, ground screws, ballasts, or other anchoring systems shall be new equipment commercially available; no used or experimental equipment shall be used without the approval of a variance by the County Board. [25-5-4-9(E)1.a]
- b. Electrical Components: All electrical components of the Commercial Solar Energy Facility shall conform to applicable local, state, and national codes, and relevant national and international standards (e.g., ANSI and International Electrical Commission). [25-5-4-9(E)1.b]

19. Final Building & Engineering Plans (by an Illinois licensed structural engineer)

- a. Engineer's Certificate: The Commercial Solar Energy Facility engineer's certificate shall be completed by a structural engineer registered in the State of Illinois or by a Professional Engineer with a certification from a structural engineer registered in the State of Illinois and shall certify that the specific soils and subsurface conditions at the site can support the apparatus, given local soil, subsurface and climate conditions. The Commercial Solar Energy Facility engineer's certificate shall be a public record and shall be submitted as part of the Special Use application. [25-5-4-9(E)14]
- b. Include Specifications of all New and Existing Conditions as follows:
 - i. Sealed structural layouts, foundations, sections, and calculations for the Solar Panel system
 - ii. Provide a copy of the complete cut-sheets of the system to be installed.
 - iii. Provide wiring diagrams of the system showing the interior/exterior locations of the automatic disconnect for COM ED and the remote disconnect for fire department. These disconnects are to be marked per the 2020 NEC requirements. Indicate the locations of the plaques and directories required per the 2020 NEC requirements (Article 690 and 705)
 - iv. Indicate if the system contains an automatic disconnect if the grid system loses power. If the system contains batteries it will have to have a remote disconnect, accessible by the fire department, to prevent back-feeds to the rest of the electrical system during an emergency
 - v. Provide electrical panel location and floor plan
 - vi. Provide the location of the new wiring for the panels. Indicate whether the wiring is on the exterior or interior of the structure and that it will be installed per the 2020 NEC
 - vii. Does this installation contain a storage battery system? If it does, supply the installation requirements for the batteries and the location of the batteries per the 2021 IBC/IRC



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor

P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

- viii. Type of photovoltaic inverter system:
 1. Grid Tie Inverter: PV System tied directly to the electrical grid (Remote Disconnect Required for Fire Personnel)
 2. Off Grid Inverter: PV System is stand alone or off electrical grid (Remote Disconnect Required)
 3. On/Off Grid Inverter: PV is tied to the electrical grid and has battery backup (Remote Disconnect Required)
- ix. Solar System Wattage:
 1. Number of Solar Panels _____
 2. DC Watts per Solar Panel _____
 3. Number _____ X DC Watts _____ = _____ Total Watt
- x. The Location of Solar Panel System:
 1. Ground Mounted (Provide a copy of the site plan showing the distances to all buildings, the set-backs to all property lines, and the location of well and septic)
 2. Roof Mounted (On the building plan, show the location where the panels will be installed on the roof-following the latest edition of International Fire Code requirements)
- c. Lighting: If lighting is provided at the Commercial Solar Energy Facility, lighting shall be shielded and downcast such that the light does not spill onto the adjacent parcel(s). [25-5-4-9(E)4.b]
- d. Intra-project Power and Communication Lines: All power lines used to collect power and all communication lines shall be buried underground at a depth in accordance with the Agricultural Impact Mitigation Agreement until same reach the property line or a substation adjacent to the property line. [25-5-4-9(E)4.c]
- e. Signage: Signage regulations are to be consistent with ANSI standards. A reasonably visible warning sign concerning voltage shall be placed at the base of all pad- mounted transformers and substations, and at all entrances to the Commercial Solar Energy Facility. A reasonably visible warning sign concerning voltage must be placed at the base of all pad-mounted transformers and Substations. Visible, reflective, colored objects, such as flags, plastic sleeves, reflectors, or tape shall be placed on the anchor points of guy wires and along the guy wires up to a height of fifteen (15) feet from the ground. [25-5-4-9(E)6]

NOTICE TO PROCEED

Upon issuance of, and not prior to, a Building Permit for Commercial Solar Equipment Installation from the Kane County Development Department, construction may commence on the commercial solar energy facility.

AS-BUILT PLANS

Within sixty (60) calendar days of completion of construction of the Commercial Solar Energy Facility, AND PRIOR TO ALL BUT THE FOOTING INSPECTION, the Applicant shall deliver "as-built" plans for the Commercial Solar Energy Facility that have been signed and stamped by a Professional Engineer and a licensed surveyor, to the County for review. [25-5-4-9(E)13]

Required As-Built Plans include:

1. Geometric Site Plan & Landscaping Plan
2. Final Building & Engineering Plan
3. Drain Tile Plan

The Solar Applicant is responsible for providing copies of As-Built Plans to the County Development Department as well as the applicable roadway jurisdiction and fire protection district. Confirmation of receipt and approval of as-built plans from the roadway jurisdiction and fire district are required to pass a Final Building Inspection.

REQUIRED INSPECTIONS

Required inspections for a Building Permit for a Commercial Solar Energy Facility include:

1. Footing Inspection
2. Fire Protection District Fire Inspection (and/or approval of As-Built)
3. Transportation/Access (and/or approval of As-Built)
4. Water Resources Final Inspection
5. Zoning & Landscaping Inspection
6. Pre-Final Final Building Inspection
7. Final Building Inspection

The Applicant is responsible for scheduling ALL Kane County inspections as well as contacting the roadway jurisdiction and fire district regarding an inspection and/or the review and approval of the as-built plans.

- To schedule a building inspection, please call: 630-232-5867
- To schedule the zoning/landscape inspection, please call: 630-232-3494
- To schedule the stormwater inspection, please call: 630-232-3496



Kane County Development & Community Services

KANE COUNTY GOVERNMENT CENTER

719 Batavia Ave, Geneva, IL 60134 | Building A – 4th Floor

P: (630) 232-3485 | E: buildingpermits@kanecountyil.gov | W: kanecountyil.gov

CERTIFICATE OF COMPLETION

Once all required inspections have passed, staff will conduct a final review of all permit documentation and request a final sign-off from the Director of Development & Community Services. At the approval of the Director, the Permit Coordinator may issue the official Certificate of Completion.

ONGOING PERMIT MAINTENANCE

Requirements include:

1. Notice of 1st Day of Commercial Operation

- a. Provide written notice of the calendar date on which the Commercial Solar Energy Facility produces power for commercial sale, not including test power, to the Building Division of the Kane County Development & Community Services Department.

2. Annual Reports

- a. The Applicant must submit, on an annual basis on the anniversary date of the Special Use application, an operation and maintenance report to the County. The report shall contain the following information:
 - i. a general description of any physical repairs, replacements or modification(s) to the Commercial Solar Energy Facility and/or its infrastructure;
 - ii. complaints pertaining to setbacks, noise, appearance, safety, lighting and use of any public roads received by the Applicant concerning the Commercial Solar Energy Facility and the resolution of such complaints;
 - iii. calls for emergency services;
 - iv. status of liability insurance; and
 - v. a general summary of service calls to the Commercial Solar Energy Facility.
 - vi. Failure to provide the annual report shall be considered a material violation of this division and subject to Article XI (Remedies). [25-5-4-9(F)1.a]

3. Decommissioning Surety

- a. The Facility Owner shall provide the County with Financial Assurance to cover the estimated costs of Deconstruction of the Facility. Provision of this Financial Assurance shall be phased in over the first 11 years of the Project's operation as follows:
 - i. On or before the first anniversary of the Commercial Operation Date, the Facility Owner shall provide the County with Financial Assurance to cover ten (10) percent of the estimated costs of Deconstruction of the Facility as determined in the Deconstruction Plan.
 - ii. On or before the sixth anniversary of the Commercial Operation Date, the Facility Owner shall provide the County with Financial Assurance to cover fifty (50) percent of the estimated costs of Deconstruction of the Facility as determined in the Deconstruction Plan.
 - iii. On or before the eleventh anniversary of the Commercial Operation Date, the Facility Owner shall provide the County with Financial Assurance to cover one hundred (100) percent of the estimated costs of Deconstruction of the Facility as determined in the updated Deconstruction Plan provided during the tenth year of commercial operation.
- b. The County may, but is not required to, reevaluate the estimated costs of Deconstruction of any Facility after the tenth anniversary, and every five years thereafter, of the Commercial Operation Date.

4. Liability Insurance

- a. Full insurance policies and endorsements updated annually and any time there is a change in coverage.



Kane County Development & Community Services

Kane County Government Center

719 S. Batavia Ave, Geneva, IL 60134 - Building A, 4th Floor | (630) 232-3480

APPENDIX A: KANE COUNTY DEVELOPMENT STAFF CONTACT INFORMATION

KANE COUNTY DEVELOPMENT & COMMUNITY SERVICES DEPARTMENT

Mark VanKerkhoff, *Director*

Kane County Development & Community Services Department
P: 630-232-3451

E: vankerkhoffmark@kanecountyil.gov

Natalie Zine, *Zoning Planner*

Kane County Development & Community Services Department
P: 630-232-3494

E: zinenatalie@kanecountyil.gov

Amy Baughman, *Permit Coordinator*

Kane County Development & Community Services Department
P: 630-232-3485

E: buildingpermits@kanecountyil.gov

Joseph Palatinus, *Building Plan Examiner*

Kane County Development & Community Services Department
P: 630-232-3489

E: palatinusjoseph@kanecountyil.gov

Spencer Kroning, *Building Inspector*

Kane County Development & Community Services Department
P: 630-444-1064

E: kroningspencer@kanecountyil.gov

KANE COUNTY ENVIRONMENTAL & WATER RESOURCES DEPARTMENT

Jodie Wollnik, *Director*

Kane County Environmental & Water Resources Department
P: 630-232-3499

E: wollnikjodie@kanecountyil.gov

Anne Wilford, *Engineer*

Kane County Environmental & Water Resources Department
P: 630-232-3496

E: wilfordanne@kanecountyil.gov

Deanne Orlik, *Subdivisions Planner*

Kane County Environmental & Water Resources Department
P: 630-444-1174

E: orlikdeanne@kanecountyil.gov

Robert Linke, *Wetland Engineer*

Kane County Environmental & Water Resources Department
P: 630-232-3798

E: linkerobert@kanecountyil.gov

KANE COUNTY HEALTH DEPARTMENT

Colleen Nyland, *Environmental Health Supervisor*

Kane County Health Department

P: 847-888-6450

E: nylandcolleen@kanecountyil.gov

KANE COUNTY DIVISION OF TRANSPORTATION

Doris Hohertz, *Chief of Permitting*

Kane County Division of Transportation

P: 630-406-7309

E: hohertzdoris@kanecountyil.gov

KANE COUNTY FOREST PRESERVE DISTRICT

Ben Haberthur, *Executive Director*

Kane County Forest Preserve District

P: 630-208-8661

E: haberthurben@kaneforest.com

Jennifer Rooks-Lopez, *Director of Planning & Land Protection*

Kane County Forest Preserve District

P: 630-444-3095

E: rookslopezjennifer@kaneforest.com



Kane County Development & Community Services

Kane County Government Center

719 S. Batavia Ave, Geneva, IL 60134 - Building A, 4th Floor | (630) 232-3485

APPENDIX B: REQUIRED CONTACT INFORMATION

ZONING ENTITLEMENTS PROJECT MANAGER: The individual who submits to the County an application for the siting and operation of any Commercial Solar Energy Facility or Substation on behalf of the legal Petitioner/Special Use Permit Applicant.

APPLICANT: The Individual or Special Purpose Vehicle that submits to the County an application for the siting and operation of and/or the building permits for any Commercial Solar Energy Facility or Substation. All references to Applicant in this division shall include Applicant's successors-in-interest and assigns, which includes a Commercial Solar Energy Facility Permittee. Note: the 'APPLICANT' must have legal control of the subject property in order to apply for the Special Use Permit.

LLC/SPV MANAGER: The individual designated as the "Manager" of the LLC/SPV.

SOLAR DEVELOPER: The company or individual responsible for planning, designing, financing, and managing the development of solar energy projects. They identify suitable project sites, secure necessary permits and approvals, arrange financing, negotiate power purchase agreements (PPAs), and may oversee the construction and commissioning of solar facilities. A solar developer may also manage the long-term operation and maintenance of the project or transition these responsibilities to other parties upon completion.

PROPERTY OWNER: The person, firm, corporation, company, limited liability corporation or other entity that legally owns the subject property at the time of application submittal. *Pursuant to the state land trust disclosure act (bill 1508), if property involved is listed under "trust", a notarized certification, signed by the trust officer, giving names, addresses and percentage of interest, of all beneficiaries, is to be filed with all petitions.*

BUILDING PERMITS PROJECT MANAGER: The individual who submits to the County applications for related building permits for a Commercial Solar Energy Facility or Substation on behalf of the legal APPLICANT.

FACILITY CONTRACTOR: The company or individual responsible for the construction, installation, and commissioning of a solar energy facility. This includes providing labor, materials, and equipment necessary to build the project according to the owner's or developer's specifications. The contractor may also perform related services such as site preparation, electrical work, and system testing, typically under the terms of an engineering, procurement, and construction (EPC) contract or other construction agreement.

FACILITY OWNER: The person or entity or entities with an equity interest in a Commercial Solar Energy Facility, including their respective successors-in-interest and assigns. The solar FACILITY OWNER is the legal entity or individual that holds ownership of a solar energy facility, including its physical assets, contracts, and financial interests. The owner is responsible for managing the facility's financial performance, overseeing operations (either directly or through third-party service providers), and ensuring compliance with regulatory requirements and contractual obligations. ***The Facility Owner is responsible for the Liability Insurance as well as the Decommissioning Surety.***

The Owner does not mean (i) the property owner from whom land is leased for locating a Commercial Solar Energy Facility (unless the property owner has an equity interest in a Commercial Solar Energy Facility); or (ii) any person holding a security interest in a Commercial Solar Energy Facility solely to secure an extension of credit, or a person foreclosing on such security interest, provided that after foreclosure, such person seeks to sell a Commercial Solar Energy Facility at the earliest practicable date.

FACILITY OPERATOR: The company responsible for the day-to-day operations, monitoring, and maintenance of a solar energy facility, including the management of any third-party subcontractors. The Operator must be a qualified solar power professional. All references to Operator in the Ordinance shall include Operator's successors-in-interest and assigns.

CONSULTANTS, ETC.: The individuals and/or consultant companies responsible for the professional plans, reports, etc. that get submitted as part of the Building Permit(s).



Kane County Development & Community Services

Kane County Government Center

719 S. Batavia Ave, Geneva, IL 60134 - Building A, 4th Floor | (630) 232-3485

APPENDIX C: GEOMETRIC SITE PLAN & LANDSCAPING PLAN [Permit Format Guidelines]

The following document outlines the information required to be included in Geometric Site Plan & Landscaping Plan for a Commercial Solar Facility building permit, pursuant to the Kane County Zoning Ordinance [Section 25-5-4-9: COMMERCIAL SOLAR ENERGY FACILITIES](#). Please reference the document guidelines and follow the required formatting to ensure a complete and accurate submittal.

GEOMETRIC SITE PLAN & LANDSCAPING PLAN

I. TITLE BAR

Document Name: *Geometric Site Plan & Landscaping Plan*
Project Name: *Example Name of a Project*
Zoning Petition No.: *XXXX*
Site Location: *NEC of Illinois Highway 47 and Highway 20 in Rutland Township*
Parcel Number(s): *00-00-000-000; 00-00-000-000; 00-00-000-000; 00-00-000-000;*
Solar Company: *Name and Contact Information for the Solar Company/Applicant*
Prepared By: *Name and Contact Information for the document preparer*
Prepared Date: *Date document was prepared and each subsequent revision date*

II. PLAN INFORMATION

1. Property Location (i.e., PINs, street address, common location, township, legal description, surrounding property land uses, etc.)
2. Property Existing Conditions (i.e., acreage, current land use, current zoning, future land use, etc.)
3. Participating and Non-participating Residences; Occupied Community Buildings
4. Parcel boundary lines (including identification of adjoining properties)
5. Setback lines
 - a. Occupied Community Buildings and Dwellings on Nonparticipating Properties shall be located no less than one hundred fifty (150) feet to the nearest point on the outside wall of the structure.
 - b. Boundary Lines of Participating Property: None.
 - c. Boundary Lines of Nonparticipating Property: fifty (50) feet to the nearest point on the property line of the nonparticipating property.
 - d. Public Road Rights-of-Way: fifty (50) feet to the nearest edge of the public road right-of-way.
6. Public access roads and turnout locations (include any applicable vehicle weight & size restrictions)
7. Solar Panels location & height information (No component of a solar panel, cell or modules may exceed twenty (20) feet in height above the ground at full tilt)
8. Substation(s), operations and maintenance buildings, electrical cabling to the substation(s), ancillary equipment, third party transmission lines, etc.
9. Intra-project Power and Communication Lines (all power lines used to collect power and all communication lines shall be buried underground at a depth in accordance with the Agricultural Impact Mitigation Agreement)
10. Wetlands, flood plain, drainage structures (including surface ditches and subsurface drainage lines, underground mines, scenic and natural areas within one thousand five hundred (1,500) feet of the proposed facility.
11. Location & specs for required fencing (Minimum height of eight (8) feet and not more than twenty-five (25) feet)
12. Location & species of vegetative landscaping screening
 - a. Vegetative screen shall be provided for any part of the Commercial Solar Energy Facility that is visible to Non-participating Residence(s)
 - b. Landscaping screen shall be located between the required fencing and the property line of the participating parcel upon which the facility sits.
 - c. The vegetative screening shall include a continuous line of native evergreen foliage and/or native shrubs and/or native trees and/or any existing wooded area and/or plantings of tall native grasses and other native flowering plants.