

**BOROUGH OF COLLEGEVILLE  
ZONING PERMIT APPLICATION  
Solar Energy Systems**

( ) Solar – Ground Mounted ( ) Solar – Roof Mounted

**PART I – PROPERTY LOCATION**

Address of Property \_\_\_\_\_

City \_\_\_\_\_

**PART II – INFORMATION**

Description of Work \_\_\_\_\_

Name of Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address of Owner \_\_\_\_\_

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

Name of Contractor \_\_\_\_\_ Phone \_\_\_\_\_

Address of Contractor \_\_\_\_\_

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

**PART III – SITE OR PLOT PLAN – Please provide or attach plot plan details. See attached.**

**Schedule of Fees (Resolution 2014-01)**

**Residential Solar: \$50.00**

**PART IV - SIGNATURE: Applicant certifies that all information given is correct and that all pertinent borough ordinances will be complied with in performing the work for which this permit is issued. The Borough Code Enforcement Officer must inspect all work.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **PERMIT PROCEDURES**

A Solar Energy System Zoning Permit is required for all new, renovations, alterations or replacements.

### **PERMIT APPLICATION FORM**

**PART I – Location of Property** – Address, Zoning District, Parcel Number, and Lot & Block must be provided on all applications.

**PART II – Complete every section.**

**PART III – Plot Plan** – Show locations of all roof and ground mounted solar structures.

**PART IV – Demonstrate Compliance With General Standards.**

- 1.) All equipment for the Solar Energy Equipment shall be located on the same lot as the principal use.
- 2.) All requirements set forth within the Pennsylvania Uniform Construction Code.
- 3.) Solar Energy Equipment may not be artificially lighted.
- 4.) Solar energy equipment that uses reflective materials to generate heat or electricity shall not be permitted.
- 5.) Solar energy equipment shall be mounted on a roof, or as an integral part of a structure, such as roof shingles or windows, that also produce electricity. Ground-mounted solar equipment shall only be permitted if all roof-mounted solar equipment would be ineffective. It shall be the burden of the applicant to demonstrate that roof-mounted solar equipment would be ineffective or impossible.
- 6.) The following rules shall apply to the installation of Solar Panels:
  - a. Solar energy equipment, whether roof or ground-mounted, shall not be conspicuous from adjacent streets. For example, solar panels directly facing adjacent streets will be considered to be conspicuous.
  - b. Solar energy equipment, whether roof or ground-mounted shall be located in the least visibly obtrusive location where panels would be functional.
  - c. Roof-mounted solar energy equipment shall be located on a rear or side-facing roof, as seen from the fronting street.
  - d. There shall be no solar energy equipment placed on a front or street-facing roof unless the applicant can demonstrate that no other such installation would be effective or is impossible. A side-facing roof that faces an adjacent street will be considered a front-facing roof for the purposes of this section with the same restrictions.

**IF OWNER CANNOT COMPLY WITH THIS SECTION A STATEMENT IS REQUIRED TO BE SUBMITTED STATING REASONS FOR NONCOMPLIANCE**

- e. Roof-mounted solar energy equipment shall be installed in the plane of the roof (flush mounted) or made a part of the roof design (capping or framing is compatible with the color of the roof or structure).
- f. Roof-mounted solar energy equipment shall not project vertically above the peak of the roof to which it is attached, or project vertically more than six (6) feet above a flat roof.
- g. If the solar equipment is mounted on the ground, the maximum height of the solar panels shall be no higher than ten (10') feet from the surface of the ground.
- h. Ground-mounted solar equipment shall not be permitted in any front or street-facing yard as established by Section 2.J of this article.
- i. Ground-mounted solar equipment shall be screened from view from neighboring residential properties with vegetation or fencing. Vegetation shall conform to the standards of Section 13-434 of Chapter 22, Colleagueville Borough's Subdivision and Land Development Ordinance. The Borough may waive or reduce these standards if it can be demonstrated by the applicant that lesser plantings or existing vegetation adequately screen the solar equipment.
- j. All exterior electrical and/or plumbing lines must be painted in a color scheme that matches as closely as reasonably possible the color of the structure and the materials adjacent to the lines.
- k. Non-functioning solar energy equipment shall be repaired or replaced within six (6) months of becoming nonfunctional.

Applicant must show all dimensions of entire property (length x width and square feet of entire lot.) Identify streets adjacent to property. Place all buildings, with size dimensions (length and width) indicated, within property lines and indicate whether existing or proposed. Indicate front yard, side yard, and rear yard setbacks by showing distances from the energy structure to the property lines on all sides. **The property owner is responsible for the accuracy of this plot plan. On-lot sewage disposal systems and/or any easements/deed restrictions must be indicated.**

**PART V – Sign and date application.** If property resident is not the owner of the property, a notarized statement indicating the owner's approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and contractor may be reached. Contractors making application must provide a Certificate of Insurance verifying coverage for Worker's Compensation and their Federal or State Employer Identification Number (EIN).

### **PLANS AND SPECIFICATIONS**

**Two (2) copies of all plans and specifications must be submitted with all applications. Cross section drawings, giving structural details, must be included.**

**DIMENSIONS** – Show **all** dimensions of proposed work (width and length).

**FEES** – Permit fees must be submitted with the permit application.

**REVIEW** – The application will be reviewed by the Code Enforcement and Zoning Departments for compliance with all Borough Codes and Ordinances.

**PERMIT GRANTED** – **If approved, the permit will be processed and issued to you within fifteen (15) business days. Work may not start until a permit has been approved and granted.** The permit must be displayed so as to be visible from the street.