



# Solar Energy Systems Architectural Review Application

7401 Meyer Road  
Spring Grove, IL 60081

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www.springgrovevillage.com

Date \_\_\_\_\_

Property Owner's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Property Address \_\_\_\_\_ Email Address \_\_\_\_\_

Subdivision \_\_\_\_\_ Lot # \_\_\_\_\_ Zoning \_\_\_\_\_ Tax ID# \_\_\_\_\_

Applicant name \_\_\_\_\_ Email address \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone No. \_\_\_\_\_

Type of Solar Energy System: Roof-mounted  Wall-mounted  Building-integrated

The Architectural Review Commission (ARC) meets the first and third Monday of each month if there is business to discuss. The following documents must be presented to the Village at least 30 days prior to an appearance date in order to be considered for a meeting. A cursory staff meeting may be required. A \$200 ARC application fee, which is non-refundable, must be submitted with the documents for review. Upon completion of review, an additional 17 copies must be submitted.

- A completed Solar Energy Systems ARC Application
- Color photo of solar panels and electrical components superimposed on the building/property
- Solar panel product brochure with color photos of product and mounting hardware
- Plat of Survey or septic plan showing setbacks from lot lines to solar energy system
- Screening plans, if applicable
- Aerial view of property also showing adjacent properties

### Other Requirements.

- A letter from an architect or structural engineer will be required to show that the structure is capable of supporting the additional weight and wind loads. Installation shall meet the current building and electrical codes.
- A Homeowner Association Review letter, when required, must be submitted with the application.

### Public Notice Requirements.

- A letter notifying abutting property owners of the meeting date and agenda is required to be sent certified mail and return receipts submitted to the village by the meeting date. A form letter is available from the village.
- The property shall be posted with a sign for at least 15 days (but more than 30 days) prior to the meeting date to notify the public. Signs are available from the village.

See Appendix H of Chapter 14 of the Municipal Code for more regulations. Applicants are asked to appear before the Village Board at their regularly scheduled meeting following the ARC meeting when the final approval is granted. A building permit fee will be determined/collected when the applicant submits a Miscellaneous Building Permit Application and receives approval from the Building & Zoning Officer.

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner's Agent: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only - Architectural Review

Date: \_\_\_\_\_ Fee Paid: \$ \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_ Credit \_\_\_\_\_

Request:  Approved  Denied

Commission remarks: \_\_\_\_\_

\_\_\_\_\_  
ARC Chairperson