



PLAIN TOWNSHIP ZONING DEPT

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Solar Photovoltaic (PV) Permit Application

Receipt # _____

New Application

Revised Application

Permit # _____

SECTION 1 – General Information

Date: _____

Property Owners Name: _____ Phone # _____

Property Owners Address: _____ E-mail: _____

Project Mailing Address if Different: _____

SECTION 2 – Project Details – Building Type/Existing Use

Single Family

Duplex

Multi-Family

Commercial/Industrial

New Construction

Other: _____

New or Existing PV System

New System

Additional System

System Replacement

PV System Type

Roof mount

Ground mount

Building Integrated/Other

Total PV System Size: _____ kW DC

Total Sq. Ft. of PV System: _____ Sq. Ft.

Project Valuation: \$ _____

Includes Energy Storage System: Yes No

Total System Capacity Rating: _____ kWh

Power Rating: _____ kW AC or DC

Project Description: _____

SECTION 3 – Contractor Information

Contractors Business Name: _____ Contractors License Number: _____

Business Address: _____ Phone Number: _____

Contractors Contact Name _____ E-mail: _____

Please Submit the following additional documents with the Solar PV Permit Application

A site Plan (drawn to scale), Property lines are determined by surveyor property line pins and are not determined by the edge of road pavement or walkways. Location of solar energy system(s) and all related equipment, setbacks from property lines, above and underground utility lines, and easements. Electrical Diagram. Location of any required signage. Location of Septic System if applicable.

Specification Sheets and Installation Manuals including make, model, and picture.

A letter from a registered Ohio professional engineer certifying the adequacy of the existing roof to carry the load of the solar panels.

A utility Company's Letter acknowledging and Approving the Solar Energy Systems connection to the grid, the letter of approval must contain the *affected properties address*.

- If any deviations are made from the original application, a new permit is required. Once a Zoning Certificate is issued the fee becomes non-refundable. The applicant is responsible for obtaining all Stark County and/or Ohio State Permits.

Failure to provide all required documents will delay permit approval. Failure to start the work authorized by a permit within one (1) year, or failure to complete the work within two (2) years, renders the permit invalid and a new permit must be obtained.

SECTION 4 – Applicant Signature

I, the undersigned, certify that I have proper authority to apply for this permit, that the Contractor has obtained a signed contract from the Property Owner for the specified work, and that all the information contained on this application is true and accurate to the best of my knowledge.

Printed Name: _____ Title: _____

Signature: _____ Date: _____

Application Number: _____

Zoning District: _____

Parcel Number: _____

Date Issued: _____

Fee \$ _____

Date Approved _____

Date Denied _____

Zoning Official’s Signature