

# **Fulton County Zoning & Community Development**

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## **Construction Permit Application Completeness Checklist**

- Obtain Conditional Use Permit approval from the Zoning Board of Appeals before applying for or receiving the Commercial Solar Energy Facility Building Permit. **Section I(D); Section XIII(2)(a)**
- Satisfy all conditions imposed by the Conditional Use Permit. **Section I(D); Section XIII(1)**
- Receive written “Notice to Proceed” from the Zoning Department before commencing construction. **Section I(D); Section I(G)**
- Submit the Commercial Solar Energy Facility Building Permit application. **Section I(D); Section XIII(2)(a)**

## **Design, Equipment, and Electrical Components**

- Include certifications of design compliance showing equipment manufacturers have obtained Underwriters Laboratories approval or equivalent third-party approval. **Section V(A)(1)**
- Confirm all solar panels, cells, modules, solar panel mounts, racking, helical piles, ground screws, ballasts, and other anchoring systems are new equipment commercially available. **Section V(A)(1)**
- Confirm no used or experimental equipment will be used unless approved by variance from the Zoning Board of Appeals. **Section V(A)(1)**
- Include structural engineer certification stating that the design of the facility is within accepted professional standards for local soil, subsurface, and climate conditions. **Section V(A)(2)**
- Include documentation that all electrical components conform to applicable local, state, and national codes and relevant national and international standards. **Section V(B)**
- Confirm no solar panel, cell, or module component exceeds 20 feet in height above ground at full tilt. **Section V(C)(1)**

## **Screening, Lighting, Lines, Vegetation, Fencing, and Warning Signs**

- Include a vegetative screening plan for any portion of the facility visible to a non-participating residence. **Section V(D)(1)**
- Locate the landscaping screen between the required fencing and the property line of the participating parcel. **Section V(D)(1)**
- Confirm vegetative screening will be at least 5 feet in height at the commercial operation date. **Section V(D)(1)**

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- Provide vegetative screening consisting of a continuous line of native evergreen foliage and/or native shrubs and/or native trees and/or existing wooded areas and/or plantings of tall native grasses and other native flowering plants. **Section V(D)(1)**
- Include a lighting plan showing compliance with responsible outdoor lighting and International Dark-Sky Association standards. **Section V(D)(2)**
- Confirm outdoor lighting will be limited to what is minimally required for safety and operational purposes. **Section V(D)(2)**
- Confirm outdoor lighting will be reasonably shielded and downcast from all residences and adjacent properties. **Section V(D)(2)**
- Confirm all intra-project power and communication lines will be buried underground at a depth consistent with the Agricultural Impact Mitigation Agreement, except where they reach the property line or an adjacent substation. **Section V(D)(3)**
- Confirm the project area will be kept free of debris and garbage during the life of the project, including areas outside the fencing. **Section V(D)(4)**
- Confirm solar panels will be of similar design, size, and height; rotate in the same direction; and be consistent in color and direction with nearby facilities. **Section V(D)(5)**
- Include a vegetation and weed management plan. **Section V(D)(6)**
- Include an assessment for noxious weeds and regulated species. **Section V(D)(6)**
- Include a plan for eradication and management of identified weeds. **Section V(D)(6)**
- Include a fencing plan providing for a fence of at least 6 feet and not more than 25 feet in height enclosing and securing the facility. **Section V(E)(1)**
- Confirm all gates will be clearly labeled with a numbering system approved by the Fulton County 911 Office. **Section V(E)(2)**
- Confirm gate numbering will be updated annually. **Section V(E)(2)**
- Confirm locked gates with access to a public road will use a Knox Box or approved numeric code lock. **Section V(E)(3)**
- Confirm lock codes will be kept on file with the Fulton County 911 Office and updated annually. **Section V(E)(3)**
- Confirm the Owner will notify the Fulton County Zoning Office and Fulton County 911 Office within 14 days of any lock code change. **Section V(E)(3)**
- Include a warning signage plan. **Section V(F); Section VI(D)**
- Provide reasonably visible voltage warning signs at entrances, transformers, inverters, substations, and other high-voltage locations accessible to others. **Section V(F)(1); Section VI(D)(1)**
- Include visible reflective colored objects, such as flags, plastic sleeves, reflectors, or tape, on anchor points of guy wires and along guy wires up to 15 feet from the ground. **Section V(F)(2)**

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## **Setbacks**

- Demonstrate compliance with required setbacks. **Section V(G)**
- Confirm a 150-foot setback from occupied community buildings and dwellings on nonparticipating properties. **Section V(G)(1)(a)**
- Confirm a 150-foot setback from nonparticipating residences. **Section V(G)(1)(b)**
- Confirm no setback requirement from boundary lines of participating property. **Section V(G)(1)(c)**
- Confirm a 50-foot setback from boundary lines of nonparticipating property. **Section V(G)(1)(d)**
- Confirm a 50-foot setback from public road rights-of-way. **Section V(G)(1)(e)**
- Include recorded setback waivers, if applicable. **Section V(G)(2)**
- Confirm fencing setbacks from public rights-of-way comply with the Fulton County Zoning Ordinance for Agricultural Conservation and Industrial districts. **Section V(G)(3)**

## **Roads, Road Use, Site Assessment, and Soil Conditions**

- Identify all County, municipal, township, or village roads proposed for use during construction, operation, or maintenance. **Section V(I)(1)(a)**
- Obtain applicable oversize or overweight load permits from relevant government agencies before construction, if required. **Section V(I)(1)(b)**
- Obtain applicable entrance and utility right-of-way permits from relevant government agencies before construction, if required. **Section V(I)(1)(c)**
- Include a third-party pre-construction baseline road survey, if an oversize or overweight load permit is required. **Section V(I)(2)(a)**
- Identify public roads to be used for construction and obtain written approval from the respective road authority before Conditional Use Permit approval. **Section V(I)(2)(b)**
- Include draft financial assurance for road protection with the Conditional Use Permit application. **Section V(I)(2)(b)**
- Enter into a road use agreement with the County and each affected Road District. **Section V(I)(2)(c)**
- Include a project layout map in the road use agreement. **Section V(I)(2)(c)(i)**
- Include a transportation impact analysis in the road use agreement. **Section V(I)(2)(c)(ii)**
- Include pre-construction plans in the road use agreement. **Section V(I)(2)(c)(iii)**
- Include a project traffic map in the road use agreement. **Section V(I)(2)(c)(iv)**
- Include a project scope of repairs in the road use agreement. **Section V(I)(2)(c)(v)**
- Include post-construction repairs in the road use agreement. **Section V(I)(2)(c)(vi)**
- Include insurance provisions in the road use agreement. **Section V(I)(2)(c)(vii)**
- Include financial security in forms and amounts acceptable to the County. **Section V(I)(2)(c)(viii)**
- Obtain County Board approval of the road use agreement and related agreements before Zoning Board/Zoning Department approval of building permit applications related to construction. **Section V(I)(3)**

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- Include soil and geotechnical boring reports for each solar array and energy storage system. **Section V(J)(1)**
- Submit grading plans for review and comment by the County Soil and Water Conservation District or equivalent regulatory agency before issuance of the building permit. **Section V(J)(1)**

### **Noise, Agriculture, Communications, Wildlife, and Engineering**

- Include manufacturer sound power level characteristics and other relevant noise information necessary for a competent noise analysis. **Section V(K)(1)**
- Include completed noise compliance demonstration by a qualified professional. **Section V(K)(1)**
- Enter into and submit an Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture. **Section V(L)**
- Include television reception analysis within a 1.5-mile radius of the project footprint. **Section V(M)(1)**
- Include a communications study showing E911, emergency communications, and official county or municipal communications will not be negatively impacted. **Section V(M)(2)**
- Include an avian and wildlife impact study by a third-party qualified professional. **Section V(N)(1)**
- Include an engineer's certificate completed by a structural engineer registered in Illinois or by a Professional Engineer with certification from a structural engineering registered firm. **Section V(P)(1)**
- Ensure the engineer's certificate confirms the apparatus, given local soil, subsurface, and climate conditions, is designed and constructed according to the applicant's site plan. **Section V(P)(1)**
- Ensure the engineer's certificate is signed and certified by the appropriate professional. **Section V(P)(1)**
- Ensure the engineer's certificate is submitted as a public record and as part of the Conditional Use Permit application. **Section V(P)(1)**

### **Conformance, Technical Submissions, Court Reporter, and Road Approvals**

- Confirm the project will be constructed and operated in conformance with the construction plans approved in the Conditional Use Permit. **Section V(Q)(1)**
- Confirm the project will comply with Conditional Use Permit conditions. **Section V(Q)(1)**
- Confirm the project will comply with the Ordinance and applicable state, federal, and local laws and regulations. **Section V(Q)(1)**
- Ensure all technical submissions prepared under the Professional Engineering Practice Act are prepared and signed by an Illinois Professional Engineer or structural engineer, as applicable. **Section V(R)(2)**
- Arrange for a certified court reporter to record the hearing and provide transcripts to the applicant and Fulton County, if required. **Section V(R)(3)**
- Provide an executed road use agreement between the Applicant and the appropriate governing road and highway jurisdictions, or IDOT, showing approved entrances before issuance of any Commercial Solar Energy Facility Building Permit. **Section V(R)(6)**

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## **Emergency Response and Operational Information Needed Before/For Construction**

- Submit a copy of the Site Plan, SOPs, SOGs, and amendments to local emergency responders. **Section VI(B)(1)**
- Provide a map labeling battery and Energy Storage System locations and size of battery and ESS storage. **Section VI(B)(2)**
- Coordinate with the Fulton County 911 Office to develop a private lane naming and addressing schema for roads. **Section VI(B)(2)**
- Identify the Point of Interconnection to the utility grid. **Section VI(B)(2)**
- Identify main AC disconnects, DC disconnects, rapid shutdown switch, and BESS/ESS disconnects, if any. **Section VI(B)(2)**
- Provide Fulton County Zoning Office and 911 Office with GIS shapefiles owned by the Applicant, or allow Fulton County 911 staff access to create a digital map if GIS shapefiles are not available. **Section VI(B)(3)**
- Provide annual training, equipment, and necessary coordination with emergency responders. **Section VI(B)(4)**
- Cooperate with local emergency responders to develop an emergency response plan. **Section VI(B)(5)**
- Include at least 24-hour contact information for the Applicant and Operator in the emergency response plan. **Section VI(B)(5)**
- Include at least three designated facility representatives and two alternate representatives, each on-call 24 hours per day, 7 days per week, 365 days per year. **Section VI(B)(5)**
- Notify the Fulton County 911 Office and Fulton County Zoning Office within 5 business days of any emergency contact information change. **Section VI(B)(5)**
- Review and update the emergency response plan annually. **Section VI(B)(5)**

## **Insurance, Indemnification, Decommissioning, and Fees**

- Submit the required liability insurance certificate before commencement of project construction. **Section VII(1)**
- Maintain current general comprehensive liability and automobile liability coverage for bodily injury, death or illness, and property damage. **Section VII(1)**
- Provide at least \$10,000,000 per occurrence and \$20,000,000 aggregate coverage. **Section VII(1)**
- Ensure insurance policies and endorsements provide at least 60 days' notice to the County of cancellation or material alteration. **Section VII(1)**
- Agree to defend, indemnify, and hold harmless the County and its indemnified parties. **Section VII(2)**
- Submit a Decommissioning Plan with cost estimation to the Zoning Board of Appeals as part of the siting application. **Section VIII(1)**
- Before receiving any building permit, enter into an agreed Decommissioning Agreement with the County, approved by the Fulton County Board. **Section VIII(2)**

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- Post required financial assurances for the benefit of the County before receiving any building permit. **Section VIII(2)**
- Ensure the Decommissioning Agreement and financial assurances comply with 55 ILCS 5/5-12020. **Section VIII(3)**
- Pay the building permit application fee before issuance of the building permit. **Section X(2)(a)**
- Calculate the building permit fee at \$5,000 per megawatt of nameplate capacity, up to a maximum of \$75,000 for projects with nameplate capacity up to 15 MW. **Section X(2)(a)**
- For projects over 15 MW, pay any additional \$500 per megawatt of nameplate capacity deemed reasonable. **Section X(2)(a)**
- Include energy storage system capacity when calculating nameplate capacity. **Section X(2)(a)**
- Calculate nameplate capacity in terms of direct current nameplate capacity. **Section X(2)(a)**
- Pay any additional costs if actual County costs exceed the building permit application fee paid. **Section X(2)(b)**
- Confirm that no building permit will be issued if outstanding fees remain due to the County. **Section X(2)(b)**

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