



Single and Two Family Homes
Solar Array Permitting Requirements

Prior to the installation of solar panels/arrays within the Town of Zionsville, an application for an electrical permit must be reviewed and approved by the Department of Community & Economic Development.

A complete application for an electrical permit must include:

- Electrical permit application
- Owner's Authorization form (only required if the permit is submitted on behalf of the homeowner)
- Schematics or specifications for the solar panels/array and its components
- Plot plan drawn to scale indicating dimensions to property lines of the planned installation
- Affirmation regarding Home Owner's Association review (if applicable)

Installation

In all cases the installation must adhere to the Development Standards of the particular area's zoning classification with regards to items such as setbacks, lot coverage and overall height (if installed on a roof).

If the ground installation of the panels encroaches into an easement or right-of-way, an Obstruction of ROW/Easement Encroachment would need to be submitted and approved in addition to the electrical permit.

For additional resources, please see the following links:

Electrical Permit Application

<https://www.zionsville-in.gov/DocumentCenter/View/151/Electrical-Permit-Application?bidId=>

Owner's Authorization Form (only required if you are submitting on behalf of the homeowner)

<https://www.zionsville-in.gov/DocumentCenter/View/156/Owner-Authorization-Form-?bidId=>

Land / Building Improvement Procedures

<http://www.zionsville-in.gov/DocumentCenter/View/307/Land-Improvement-Procedures-Building-Permit-Application-Procedures->

Permit Submittal

Please submit the application and required documentation (electronically or in hard copy) to:

Heather Mason, Permit Technician

hmason@zionsville-in.gov

If by mail:

Zionsville Town Hall

Department of Community & Economic Development

1100 West Oak Street

Zionsville, IN 46077

Once approved, your permit placard will be sent to you by email with clear instructions on payment (**residential electrical/solar permits are \$75.00**); you must be in receipt of the permit placard prior to commencing with the installation. **No fees are due at time of filing of a submittal; fees are due at time of issuance of the permit placard.**