



Shelby County Zoning Office

315 ½ East Main Street

Shelbyville, IL 62565

Phone: (217) 294-3876

Email: Shelbyzoning@shelbycounty-il.gov

Website: www.shelbycounty-il.gov



Residential Ground Mounted Solar

Instructions to Applicants: All information requested below must be provided before any permits shall be issued. Applicants are encouraged to contact the office of the Zoning Administrator for any assistance needed in completing this form.

Contact Information

Name of Applicant: _____ Phone: _____

Email: _____

Contact Preference

Phone ☐

Email ☐

Current mailing address of Applicant: _____

If different from Applicant:

Name of Landowner: _____ Phone: _____

Email: _____

Contact Preference

Phone ☐

Email ☐

Current mailing address of Landowner: _____

Location of Proposed Site Construction:

Township: _____ Section: _____

Parcel Number: _____

Parcel numbers may be found on the Shelby County GIS Website at <https://shelby.il.bhamaps.com/>

Please indicate your current electrical supplier.

☐ Shelby Electric

☐ Ameren

☐ Other: _____

Application Requirements

1. The following information shall be provided in a separate document to the Zoning Administrator before approval.
 - a. Project summary: A site plan, including the general location, quantity, and spacing of solar panels.
 - b. Existing property lines, and property lines extending 150 feet from the exterior boundaries, including the names of adjacent property owners.
 - c. The maximum generating capacity of the installation.
 - d. Maximum height.
 - e. Public, private, and proposed access roads, showing widths of the roads and any associated easements.
 - f. Existing buildings and any impervious surfaces.
 - g. Waterways, watercourses, lakes, and public water wetlands including any delineated wetland boundaries.
 - h. Planned location of underground and/or overhead electric lines connecting the solar farm to a building, substation, or other electric load.
 - i. The manufacturer of the Solar Energy Conversion System and contact information.
 - j. A description of the method of connecting the solar array to a building or substation.
 - k. Location of any underground Pipelines within 500 feet of the facility.

By signing below, the Applicant:

Attests that all information given and any attached maps and drawings to be a true description for the proposed new or altered installation.

Agrees to all terms and conditions herein provided.

Agrees that the permit issued may be revoked without notice on any breach of representation or conditions.

Agrees that all Solar Energy Conversion Systems shall be considered permanent structures.

Understands that any permit issued on this Application will not grant right of privilege to erect any structure or to use any premises described for any purpose or in any manner prohibited by the Zoning Ordinance of Shelby County, any other regulations made by Shelby County, or by State or Federal regulations.

Date: _____

Applicant(s): _____

Applicant(s): _____

Application Approval

The plans and specifications submitted with this application are in conformity with the Zoning Ordinance of Shelby County. Changes in plans or specifications shall not be made without written approval of the appropriate County officials. Failure to comply with the above shall constitute a violation of the provisions of the Zoning Ordinance. This permit shall be a final permit when signed by the Zoning Administrator after a required final inspection.

Permanent Parcel Number: _____ Current Zoning _____

Fee: _____ Fee paid date: _____

Application Approved () YES () NO

Permit Approval Number: _____

Date: _____

Zoning Administrator: _____

Certificate of Occupancy

The final inspection of the premises having been made and compliance with the original building permit and other County Zoning regulations having been indicated, the premise is hereby approved for occupancy in accordance with the Zoning of Shelby County.

Zoning Administrator _____ Date _____