



# SOLAR PERMIT CHECKLIST

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Welcome to the Town of Altavista's solar permitting checklist. As a key part of its environmental, sustainability and climate commitments, Altavista is always seeking ways to encourage installation of solar in our community. This checklist represents a collection of solar information that will make it easier for you to obtain the necessary permits for your solar system. It is our hope that the Town's residents, both new and old, will explore the exciting world of solar and consider it for their own home or business!

## **Basic Zoning Guidelines**

The following definitions apply to both rooftop- and ground-mounted solar energy systems. Please review this checklist and the Altavista Zoning Ordinance for more detailed zoning guidelines.

## **Organizing Your Application**

The following checklist should be used to organize your permit applications, based on the use, design and location of the system you plan to install.

### *System Type*

- **Rooftop-Mounted:** see page 1
- **Ground-Mounted:** see page 2

Additional detail on the inspection and interconnection process can be obtained by contacting the Campbell County Building office at (434)-332-9608.

## **Rooftop-Mounted Solar Energy System**

A rooftop-mounted solar energy system is a photovoltaic solar system that has its electricity-generating solar panels mounted on the roof of a residential or commercial building.

## **Zoning Ordinance Overview**

Please review the Altavista Zoning Ordinance located here to determine if your system meets all requirements. A brief overview is provided below:

- *Use type.* Rooftop-mounted solar energy systems directly attached to the principal building or structure in a substantial manner are considered part of the principal building or structure.
- *Height.* Rooftop-mounted solar energy systems shall not exceed the maximum height limit of the underlying zoning district.

## **Application and Fees**

A completed Campbell County building permit application is required for rooftop-mounted systems.

- Building: \$25.00
- Electrical: \$30.00

## Ground-Mounted Solar Energy System

A ground-mounted solar energy system is a photovoltaic solar system that has its electricity-generating solar panels mounted on the ground next to a residential or commercial building or structure.

## Zoning Ordinance Overview

Please review the Altavista Zoning Ordinance located here to determine if your system meets all requirements. A brief overview is provided below:

- *Use type.* Ground-mounted solar energy systems shall be considered an accessory use structure in accordance with [§ 86-551](#). No ground-mounted solar energy system shall be constructed inside Town limits for the purpose of primary use solar.
- *Height.* Ground-mounted solar energy systems shall not exceed the height of the principal structure on the property.
- *Setbacks.* Ground-mounted solar energy systems shall comply with the underlying district's setback requirements for accessory structures.

## Application and Fees

A completed Campbell County building permit application **PLUS** a completed Altavista zoning permit application is required for ground-mounted systems.

- Building: \$25.00
- Electrical: \$30.00
- Zoning: \$20.00