

MADISON COUNTY BUILDING DEPARTMENT

134 E Main Street Suite 208 Rexburg Idaho 83440

Phone: (208)359-6262



SOLAR PERMIT APPLICATION

Application No: _____ Date: _____

The review process will require a minimum of ten (10) working days (not including the day the application is submitted) after all required documents have been submitted. All information called for on this form shall be required for a complete application and no incomplete application will begin the review process or turned in.

Madison County Follows the IRC 2018 Code.

Contact Information

Property Owner

Name: _____

Phone: _____ Email: _____

Mailing Address: _____

Contractor

Name/ Contact Name: _____

Phone: _____ Contractor's License Number: _____

Mailing Address: _____

Email Address: _____

Property Information

Parcel Number: _____ Section _____ Township _____ Range _____

Site Address: _____

Subdivision: _____ Lot _____ Block _____

Convent's? Y/N *If yes, please bring a copy of your subdivision convents at time of submittal

Zone: _____ Total Acreage: _____

Area of City Impact? Y/N Are you in a Floodplain? Y/N *if yes, what zone? _____

Proposed use:

☐ Roof Mount

☐ Ground Mount

Number of Panels: _____

System Voltage: _____

Project Value: \$ _____

Ground Placement setbacks- the distance from structure to property line, easements, right of way lines, open surface water. This information should be shown on your side plan as well.

Front: _____ Back: _____

Side: _____ Side: _____

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Permit Application Submittal Checklist

The Following Items are required to be submitted to the Building Department with your Building Permit Application. You must have all items below to submit the application. Please note that **the review process will require a minimum of ten (10) working days** (not including the day the application is submitted). Madison County Follows the IRC 2018 Code.

ALL ITEMS WILL NEED TO BE SUBMITTED IN PDF FORM

1. **Recorded Warranty Deed**- This information can be obtained from the Clerks' Office. If the applicant is different from the legal property owner, then the property owner and the applicant will have to get a "Affidavit of Legal Interest" document notarized. This document can be found at the Building Department.
2. **Site Plan** – Showing: setbacks from ground mounts or location on roof.
3. **Copy of the Building Contractors State Registration**- Owners please note, that it is still your responsibility to makes sure all inspections have been completed and approved.
4. **Plans** – One electronic copy (PDF format) must be drawn to scale of no smaller than 1/8" = 1'. See Design Standard checklist to make sure you have everything needed.
 - a. PV Array Configuration
 - b. Grounding
 - c. Wire Management
 - d. Conductors
 - e. Rapid Shutdown of PV Systems on Buildings
 - f. Charge Controllers
 - g. Disconnects
 - h. Inverters
 - i. Batteries
 - j. Anchoring Type
 - k. All plans will need to have a current Engineer stamped plans.
5. **Flood Plain**- check to see if you are in a flood plain, if you are a Preliminary Elevation Certificate is required to be submitted before you receive your building permit. A Final Elevation Certificate must also be submitted before a Certificate of Occupancy will be Issued.
6. **Covenants**- if located in a subdivision with covenants.
7. **Permit Fee Deposit**- Deposits for both Ground Mount and Roof Mount is \$45. Remanding fees for Ground Mount are \$150 for a total of \$195. Remanding fees for Roof Mount is \$125 for a total of \$170. This is because Roof Mounted Solar panels do not need Planning and Zoning review.
8. **Fire Plan Review**- If found needed, the Fire department will need to review and might need additional information.

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Applicant's signature, certification and authorization pages

The following applies to every project. Read each and **initial** acknowledgement.

_____ You must post the permit number and address to be clearly seen from the road. If not posted there will be no inspection.

_____ You must provide a port-a-potty or access to sanitation facilities on all job sites.

_____ You must provide a dumpster on all jobsites. No burning is allowed without a permit from the Madison County Fire District.

_____ Your building project does not violate any covenants, and understand that Madison County is not Liable for any building project that violates said covenants.

Under penalty of perjury, I hereby certify that I have read this application and state that the information herein is correct and I swear that any information which may hereafter be given by me in hearing before the Madison County Building Department shall be truthful and correct. I agree to comply with all County regulations and State laws relating to the subject matter of this application and hereby authorize any representative of Madison County to enter anywhere upon the above-mentioned property for inspection purposes at any point until the Certificate of Occupancy is issued. NOTE: The building official may revoke a permit on approval issued under the provisions of the 2018 International Codes in case of any false statements or misrepresentation of fact in the application on which the permit or approval was based.

Owner Signature

Date

Contractor Signature

Date

Building Department

Date

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Site Plan Requirements

All site plans **are required** to include the following information, in detail, if applicable. Drawing should fill the page:

- | | |
|---|--|
| ☐ Property lines | ☐ Waterways (canals and rivers) |
| ☐ Well | ☐ Roads |
| ☐ Septic & Drain field | ☐ Setbacks from the proposed structure to property lines, well, septic & drain field, waterways, roads and existing structures. |
| ☐ Existing structures | ☐ Size of parcel |
| ☐ Proposed structure | ☐ North Arrow |
| ☐ Driveway | |

Setback Requirements

Agricultural (AG) Zone

Front - 30/60FT

Side - 10 FT

Back - 25FT

Trans-Agricultural (TRANS)

Front - 30/60 FT

Side - 10 FT

Back - 25 FT

Sec117-63(t)- 200ft setback from 5ft above high-water mark of flow of water ways.

Example

