

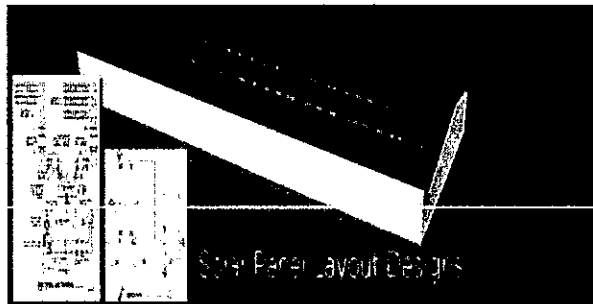
Submittal Guidelines for Solar Panels

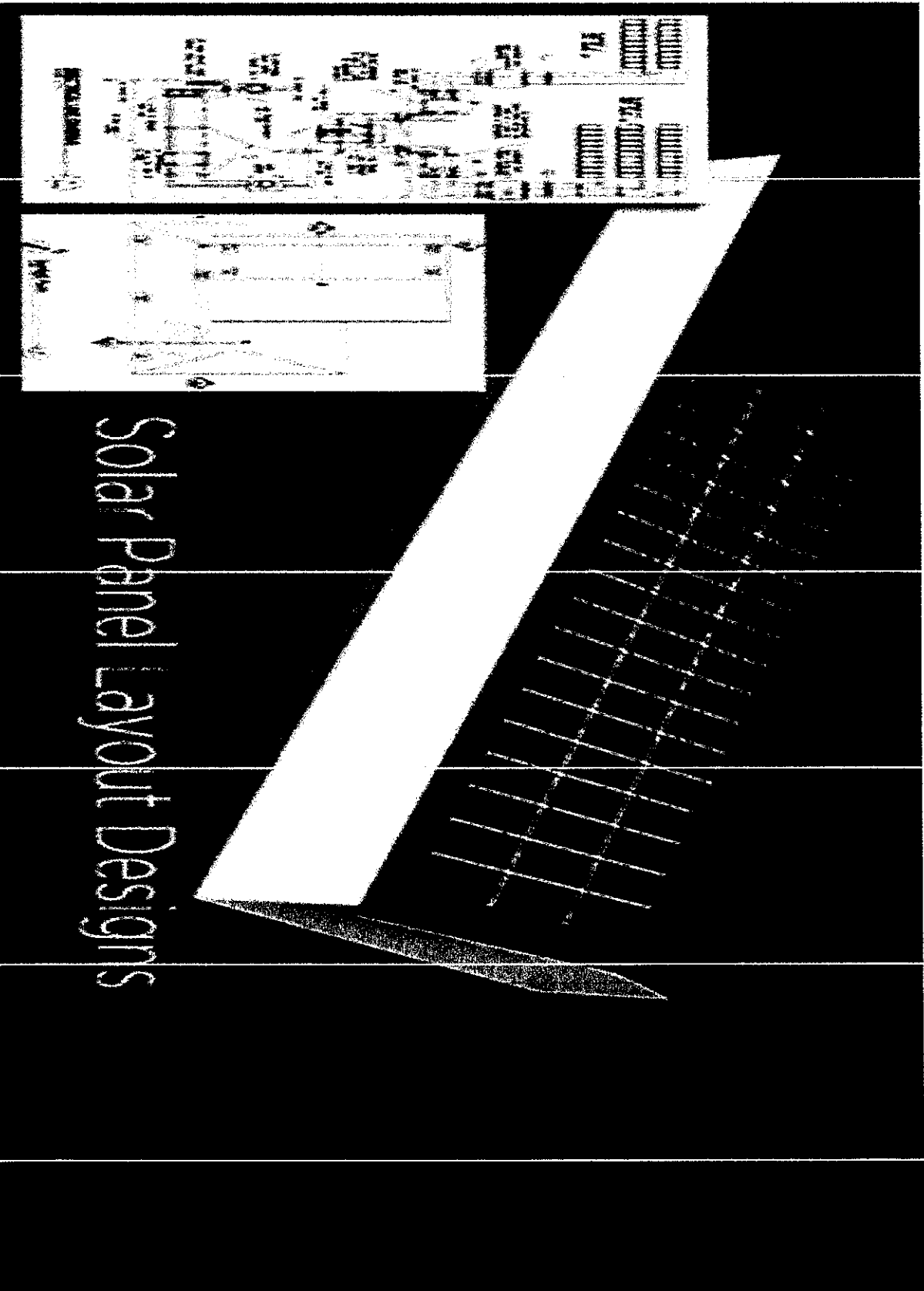
When is a Permit Required ? A Solar Panel permit is always required to install or alter photovoltaic panels or photovoltaic roofing.

Submittal requirements for Solar permits include, but are not limited to, the following. Submittal requirements may vary depending on the scope of work. Additional documents may be requested by City staff.

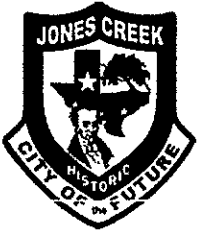
Required Documents to be Submitted:

- Electric Application
- Electrical Contractor with valid electrician license.
 - If not on the city's record the city will require a copy of electrician's license and insurance.
- Full set of plans
- Engineering letter stating that roof is capable of holding a solar panel (if solar panel will be on a rooftop)

A 'Zoned Permit Application' form from the Village of Jones Creek. The form includes fields for 'Project Name', 'Address', 'City of Jones Creek', 'County of Jones', 'Permit Type', 'Applicant Name', 'Applicant Address', 'Applicant Phone', 'Applicant Email', 'Permit Fee', and 'Permit Term'. It also has a section for 'Permit Description' and 'Notes'. The form is titled 'Zoned Permit Application' and 'Village of Jones Creek'.



Solar Panel Layout Designs



Village of Jones Creek

7207 Stephen F. Austin
Jones Creek, Texas 77541
Phone: (979) 233-2700

Permitting Process

Step 1: Permit Submittal

The permit Documents and fees will be submitted to the city. Submittal documents should be complete to expedite plan review and permit issuance. All required documents and fees must be submitted to begin the process. If any required documents or fees if any are not paid the application will be rejected.

Step 2: Plan Review

Bureau veritas will be conducting residential and commercial plan reviews. The applicant will be contacted by bureau Veritas if revisions are needed or if there are questions. You may contact bureau Veritas' plan review department for the status of your permit at (469) 241-1834 or toll free at (800) 906-7199.

Step 3: Permit Issuance

Once the plan review process is complete, the city will issue the permit and contact you to give instructions on beginning construction.

Step 4 : Inspection Request

As you continue through construction, you will need to request for the work to be inspected. Please contact Bureau Veritas to request inspection(s). Any permit technicians can assist you. Inspections requested by 5:00 PM Monday- Friday will be performed the next business day. Inspection requests can also be faxed to the Bureau Office.
Inspections Request Line: (817) 335-8111 or Toll Free (877) 837-8775
Inspections Fax Line: (817) 335-8110 or Toll Free (877) 837-8859

Step 5: Final Inspection

Once you have completed all the necessary inspections and have completed your project, please request a final inspection from Bureau Veritas. This closes out your permit and notifies the city that you have completed the construction.

We look forward to working with you to ensure that the community is provided with a safe and durable built environment.



Village of Jones Creek

Phone: (979) 233-2700
 Fax: (979) 230-0606

7207 Stephen F. Austin
 Jones Creek, TX 77541

Residential Permit Application

Building Permit Number: _____ Valuation: _____
 Project Address: _____ Zoning District: _____
 Lot: _____ Block: _____ Subdivision: _____
 Project Description: NEW SFR SFR REMODEL/ADDITION SPECIFY OTHER: _____
 PLUMBING MECHANICAL ELECTRICAL DEMO
 ACCESSORY BUILDING LAWN IRRIGATION SWIMMING POOL FENCE
 Description of Work:
 Area Square Feet: _____ Covered _____
 Living: _____ Garage: _____ Porch: _____ Total: _____ Number of stories: _____
 IS THIS PROPERTY IN A FLOODPLAIN: Yes No *If yes, provide Flood Plain Certificate*

Owner Information:
 Name: _____ Contact Person: _____
 Address: _____
 Phone #: _____ Mobile #: _____ Email: _____

Contractor Type	Contact Person	Phone Number	Contractor License Number
General Contractor			<input type="checkbox"/>
Mechanical Contractor			<input type="checkbox"/>
Electrical Contractor			<input type="checkbox"/>
Plumber/Irrigator			<input type="checkbox"/>
TPO Energy Provider			<input type="checkbox"/>

A permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. All permits require final inspection.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Applicant: _____ Date: _____

OFFICE USE ONLY:

Approved by: _____	Date approved: _____
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Building Permit Fee: _____	Total Permit Fees: _____
Plan Review Fee: _____	Received By: _____
Plumbing Permit Fee: _____	Date: _____
Electric Permit Fee: _____	
Mechanical Permit Fee: _____	BV Project #: _____

Permit fees are non-refundable