

KENNETT TOWNSHIP SOLAR PERMIT APPLICATION



**Please use this application packet for any:
Solar panel installations**

**Rooftop or Ground Mounted
Commercial OR Residential Installations**

To submit this application packet:

Email 1 pdf of complete submission to email below

or

Make an appointment to drop off packet in person

permits@kennett.pa.us or

610-388-1300 EXT 110

OUR CODES HAVE CHANGED FOR 2026!

KENNETT TOWNSHIP ENFORCES THE FOLLOWING BUILDING CODES:

- International Existing Building Code, 2021
- International Residential Code, 2021
- International Electrical Code, 2021
 - National Electric Code, 2019
- International Energy Conservation Code, 2021

KENNETT TOWNSHIP

SOLAR ENERGY PERMIT GUIDELINES

ALL SYSTEMS MUST BE ENGINEERED

GROUND MOUNTED:

Conditional use approval is required when the following situations occur:

1. Where the system is in the area between the front yard setback and the principal structure on the lot.
2. Where the system is larger than 500 square feet in surface area.
3. Where the height is greater than 15 feet.

When conditional use approval is **not** required, system must meet the setbacks for your zoning district.

Ground mounted systems must meet setbacks for all property lines.

ROOF MOUNTED

Whenever practical, all accessory solar energy systems shall be attached to a building or located on an existing impervious surface. If not designed to be attached to the building, the applicant shall demonstrate to the Zoning Officer, by credible evidence, that such systems cannot feasibly be attached to a building due to structural or other limitations of the building, orientation of the building toward the sun, or adjacent topography or vegetation impeding solar access.

ZONING PLAN REQUIREMENTS – Must show current Zoning

- An illustration indicating the arrangement of the solar energy system.
- A site plan showing the location of roof mounted solar energy system, whether mounted to the principal building or an accessory building, ground mounted solar energy system and associated mechanical equipment.
- Include distances from adjacent property lines to the solar energy system. • Identify how the photovoltaic equipment will be screened from any adjacent property that is residentially zoned or used for residential purposes.
 - Side elevation of structure including the solar energy system with height above grade.
 - Distance of the solar energy system from roof surface on elevation or on engineer's plan.

PECO-PENDING APPROVAL/PLANS HAVE BEEN SUBMITTED

- If the solar energy system is connected to the utility grid, the applicant shall provide written authorization from the local utility company acknowledging the plans have been submitted. This is in the form of an email from PECO. An approval letter is not required, proof of submittal is required.

KENNETT TOWNSHIP
SOLAR PERMIT APPLICATION CHECKLIST

FOR FASTEST PROCESSING:

EMAIL THE COMPLETED PERMIT PACKET INCLUDING PLANS (1 PDF FOR PERMIT APPLICATIONS AND 1 PDF FOR PLANS) TO THE PERMIT OFFICE PRIOR TO MAILING THE COMPLETED PACKET WITH ALL ITEMS ON THE CHECKLIST

IF YOU WOULD LIKE TO DROP OFF THE PERMIT APPLICATION PACKET IN PERSON AN APPOINTMENT IS REQUIRED

Appointments are Monday- Thursday 9am-4pm.

NO MONEY IS DUE WITH YOUR APPLICATION
WE WILL SEND YOU AN INVOICE

1. Solar Permit application Form (2 pages)
2. Site or plot plan showing setbacks from property lines and proposed structures
3. Set of colored plans with all applicable information- 2 sets at least **11 inches x 17 inches** required in permit packet if mailing or sending FED EX.
4. Customer Invoice/Proposal with project outline
5. Detailed Electrical plans/schematic including a **3rd party** Inspection agency/underwriter **stamp**, this is not an engineer seal.
6. Confirmation/Acknowledgement letter or email from PECO that they have been notified, plans are received, and approval is IN PROCESS. An approval letter is not required, only proof that PECO has been notified.
7. Contractor Business License copy
8. HOA approval letter if required
9. Contractor Insurance Coverage (COI)
10. Township Liability Statement Form
11. UCC Inspection Form
12. PDF of all documents emailed to our office

Please send to: permits@kennett.pa.us



SOLAR APPLICATION

801 BURROWS RUN ROAD,
CHADDS FORD, PA 19317
PHONE: 610-388-1300

TOWNSHIP USE ONLY:

TAX PARCEL:

ZONING:

To alter, erect or use a structure, to use land in accordance with the Zoning Ordinance, Building Code, and all other pertinent ordinances of Kennett Township, Chester County, Pennsylvania.

Site Address (# & Street) _____

City: _____ **Zip:** _____

Property Owner Name: _____

Owner Email: _____

Site is : _____ Residential _____ Commercial **Is HOA approval required?** _____

Cost of Installation: \$ _____

SOLAR COMPANY INFORMATION

Contractor Company Name/DBA: _____

Contact Name at Company: _____ **Phone:** _____

Mailing Address (# & Street): _____

City: _____ **ST:** _____ **Zip** _____

Email _____

ENGINEER OR DESIGN PROFESSIONAL INFORMATION

Firm Name: _____

(Check all that apply):

_____ **GROUND MOUNT** _____ **ROOF MOUNT** **TOTAL NUMBER OF PANELS BEING INSTALLED:** _____

***PECO approval? _____ YES _____ NO _____ PENDING *Email proof of submission, is required with this application.**

SOLAR APPLICATION

PAGE 2

ELECTRICAL:

I understand that Kennett Township does not perform electrical inspections, and all electrical inspections are done by a third party underwriter/agency. Initial here: _____

Stamped Electrical plans are required with this application. This is not an engineer seal, this is a separate 3rd party underwriter. A stamped electrical plan in this packet.

Initial here: _____

Name of 3rd Party Electrical Codes Inspection Agency: _____

Invoice will be sent via when ready for payment.

Party Responsible for Permit Payment _____ Contractor _____ Homeowner

Email to send permit invoice: _____

Who do we contact with questions regarding this permit: _____

I certify that all information on this application is correct, and the work will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniformed Construction Code) and any additional applicable codes, ordinances and regulation of Kennett Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel, or set aside any provisions of the codes or ordinances of Kennett Township or any other governing body. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Applicant Signature: _____ Date: _____

For Township Use Only:

Zoning Approval: _____ Date: _____

Building Approval: _____ Date: _____

SOLAR PERMITS

NO MONEY IS DUE WITH YOUR APPLICATION, WE WILL SEND YOU AN INVOICE

PECO LETTER OR EMAIL IS REQUIRED TO BE SUBMITTED WITH APPLICATION PACKETS

INSPECTIONS

REQUIRED INSPECTIONS ARE:

*FINAL ELECTRICAL (3RD PARTY INSPECTION AGENCY)

*FINAL SOLAR (TOWNSHIP- AFTER FINAL ELECTRICAL)

AFTER THE FINAL INSPECTION THE TOWNSHIP WILL ISSUE A CERTIFICATE OF COMPLIANCE TO CONTRACTOR AND HOMEOWNER.

Completed Permit packets may be emailed to us (one PDF only-no cellphone pictures).

Paper copies require an appointment to be dropped off.

Please contact us:
permits@kennett.pa.us



UCC FORM

UNIFORM CONSTRUCTION CODE INSPECTION REQUIREMENTS/PROCEDURES

KENNETT TOWNSHIP CODE ENFORCEMENT DEPARTMENT

All inspections require 48 hours' notice

KENNETT TOWNSHIP DOES NOT PERFORM ANY ELECTRICAL INSPECTIONS

SOLAR REQUIRED INSPECTIONS

ROUGH ELECTRIC (IF APPLICABLE)

FINAL ELECTRIAL (DONE BY 3RD PARTY AGENCY)

FINAL BUILDING BY KENNETT TOWNSHIP *

***AFTER FINAL ELECTRICAL INSPECTION ONLY**

Kennett Township does not perform any electrical inspections.

FINAL: To be performed after construction/installation outlined in the issued building permit have been completed. I fully understand that it is my responsibility, or the person that I have listed on the application as my designee to call for inspections and, that if inspections are not made according to this procedure, I or my designee may be in violation of the UCC and may be subject to persecution. I/we also understand that no one may occupy the structure (or portion thereof) until a UCC certificate of Occupancy or Certificate of Compliance is obtained.

No work may start until a permit is issued.

Party responsible for scheduling inspections: _____

Printed Name: _____

Signature: _____



KENNETT TOWNSHIP LIABILITY STATEMENT

To be completed by Owner or Authorized Agent

Construction Address: _____

The issuance of this permit is conditioned upon compliance with all facets of the approved permit application and/or the subdivision plan from which this lot was created, to include, but not be limited to, soil erosion controls, stormwater management, grading plan, monument placing and all other details of the subdivision approval.

If, upon inspection, work is being done other than as approved, a Stop Work Order will be issued with the condition that corrections be made before any work is resumed.

If it is necessary to make a change, the proposed change shall be detailed by the applicant and submitted in writing. A written approval must be received prior to proceeding, as requested. Failure to procure written change approval will result in an obligation to construct as originally approved.

When inspection for a Use and Occupancy Permit is made and it is noted that the provisions of the permit issuance and/or subdivision approval have not been accomplished, a Use and Occupancy Permit will NOT be issued.

Print Name: _____

Signature: _____

_____ Homeowner _____ Contractor _____ Other

Date: _____