



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Rick Goff, Building Official

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Solar Application Check List

Linn County approvals must be obtained before a solar permit can be issued.

1. LAND USE APPROVAL (if ground mount):

- a) If your solar project is within a city, you must obtain land use approval from the city.
- b) If your solar project is within Linn County and not within the city limits, land use approval must be obtained from the Linn County Planning and Building Department.

Note: Some planning reviews or hearings may delay your project. You should begin this process well before you wish to start building. Talk to the city or county planner about your project for specific requirements.

2. Three (3) sets of construction drawings shall be submitted and shall include:

Site Plan Drawings – to include all unity layouts, accessible parking and access, designated fire lanes, distance between adjacent structures and property lines.

Structural Drawings – to include the structural design calculations, uniform live loads, dead loads, roof and snow loads, wind loads, panel layout.

Electrical Drawings (only commercial) – to include all lighting facilities, electrically operated equipment, and electrical circuits required for all service equipment of the building or structure. Drawings should include panel schedules, grounding systems, and wiring methods.

***All Plans for Solar Permits can NOT be submitted electronically. Please either mail you plans or submit in person to our office.**

3. City Solar Permits

- a) You must apply with the City you are zoned in **first**. We DO not accept city zoned permit application.
- b) Once you have a City permit number (ex. BR22-1111, M2022-14R) then you will need to apply for the electrical permit with the County. Do not apply for the electrical permit with the county until you have your actual City Permit number.

4. County Solar Permits:

- A) Your electrical permits will be included with your solar permit, do not fill out a second electrical permit. If the electrical work is being done by another party, please have them submit a separate electrical application.

