City of Peoria

Solar Panels Checklist

Adding solar panels to a building or property within the City of Peoria requires the obtainment of certain permits before construction may begin. The following is a list of items that must be filed to acquire the necessary approvals to start your project:

1. Completed Building Permit Application returned to the Development Center, City Hall Room 203, 419 Fulton St, Peoria, IL 61602. Applications may also be e-mailed to communitydevelopment@peoriagov.org.
   a. Single Family Building Permit Application (or)
   b. Non-Residential and Multi-Family Building Permit Application
2. Completed Electrical Permit Application, also returned to the Development Center or e-mailed to communitydevelopment@peoriagov.org.
   a. Electrical contractor must be licensed or registered with the City of Peoria
3. One (1) physical set of construction plans, stamped by an architect or engineer licensed in the State of Illinois; and one (1) digital set of construction plans. Plans can be dropped off at the Development Center, and digital plans may be e-mailed to communitydevelopment@peoriagov.org.
4. Completed Solar Voltaic Power Systems Permit application, filled out and returned to the Peoria Fire Department, c/o Charles Perrin, 505 NE Monroe St, Peoria, IL 61603. Application must be accompanied by $100 payment for fee.
5. Once approved and **before permits can be issued**, all fees for the building permit and electrical permit must be paid. Fees vary based on construction cost and construction type. Please see the City of Peoria Permit Fee Schedule for more information. The Development Center will contact the applicant about total fees or may be contacted at 309-494-8600.

Approval is subject to review by the Development Review Board of the City of Peoria. This commission encompasses several departments and divisions within the City, including but not limited to Building Safety, Fire, Public Works, and Planning and Zoning. Timelines vary according to comments from the Board. For updates on the review status, please call the Development Center.