



St. Clair County Building & Zoning Department

10 Public Square Belleville, IL 62220

Phone (618)825-6600

Fax (618)277-0482

**** ALL INCOMPLETE PERMITS WILL BE RETURNED****

SOLAR PERMIT CHECK LIST

- Application – fully filled out including wattage, square footage, and total cost of project.
- Full set of plans. Your plans **MUST** include a one-line diagram.
- Site plan – must be detailed showing where array is going, set-backs from property and any other structure. **Ground mounts must have screening labeled on site plan.**
- Contractor's list – fully filled out signed and dated.
- Letter from local fire department stating they are aware of the system being installed. (This can be email form)
- Letter from Power Company, stating approval-continue with project. This is your interconnection approval or received letter. The interconnection application is **NOT** acceptable.
- As of 7/1/25, "battery installations" are a separate building permit.