

## **SOLAR PANEL REQUIREMENTS**

- \_\_\_ Letter of approval from municipality if proposed development is within city limits.
- \_\_\_ Electric Account # (if not tying into existing electric)
- \_\_\_ Solar Contract between property owner and solar company
- \_\_\_ Cash Deed, Act of Donation, Etc. of property if not in permit system.
- \_\_\_ Authorization to Develop - Must be notarized  
(If property doesn't belong to the applicant.)
- \_\_\_ Plans
- \_\_\_ \$100.00 plus Inspection fee \$75.00 plus Plan review \$50.00  
Credit-Debit Cards (4% fee charge) Check or Money Order payable to  
APPJ (We **DO NOT** accept CASH)

*ALL PERMITS ARE FAXED TO ASSESSOR'S OFFICE, HEALTH DEPT & 911 OFFICE.*

### **After Permit Is Issued:**

**REQUIREMENTS NEEDED BEFORE PERMIT CAN BE RELEASED TO ELECTRIC COMPANY:**

- \_\_\_ Solar Inspection Report is required once Solar Panels are installed.  
Call 318-487-5401 for Inspection or questions.

Once The Permit Dept has received all requirements above we will then release the approval for connection to the electrical company. Our office does not setup connection dates. You will need to call the electrical company to verify when electric will be connected.

Thanks  
The Permit Dept  
318-253-7291

**Permit Hours: Monday-Thursday 8:00-3:30 Closed Fridays to the Public**

**PENALTIES WILL APPLY IF NEW CONSTRUCTION BEGINS OR  
IF A STRUCTURE IS PLACED ON SITE BEFORE A PERMIT IS  
OBTAINED!**