



## Special Administrative Permit - SES Application

The Special Administrative Permit for solar energy systems does not require a public hearing. The Director of Planning & Zoning will issue a decision within 30 days. The review time frame begins after the date of application acceptance by city staff. In making this request, the applicant understands that the sponsor will hold harmless and indemnify the City of Stonecrest, its officers, employees, and agents against injury, loss or damage occurred from installation of SES System.

### Application Checklist

**(Incomplete applications will not be accepted, check all that applies)**

- Pre-Application Meeting
- Completed Application
- Site plan aerial view of structure detailing located roof panel equipment
- Structural Calculations
- Scaled architectural drawings (roof system)
- Scaled site plan drawing (ground mounts)

### **Solar Energy Systems Types**

- Integrated SES
- Rooftop SES
- Ground Mounted SES, Small Scale
- Ground Mounted SES, Large Scale

#### **A. Section 9.1.3 Solar Energy Systems**

1. Solar Energy System: Solar Energy System (SES) means a device or structural design feature that provides for the collection of solar energy for electricity generation, consumption, or transmission, or for thermal applications. For purposes of this ordinance, SES refers only to (1) photovoltaic SESs that convert solar energy directly into electricity through a semiconductor device or (2) solar thermal systems that use collectors to convert the sun's rays into useful forms of energy for water heating, space heating, or space cooling. SES as used here excludes concentrated solar power, which uses mirrors to focus the energy from the sun to produce electricity. The following are the types of permitted SES's:

A. Integrated Solar Energy System means an SES where solar materials are incorporated into building materials, such that the two are reasonably indistinguishable, or where solar materials are used in place of traditional building components, such that the SES is structurally an integral part of a house, building, or other structure. An Integrated SES may be incorporated into, among other things, a building facade, skylight, shingles, canopy, light, or parking meter.

B. Rooftop Solar Energy System means an SES that is structurally mounted to the roof of a house, building, or other structure and does not qualify as an Integrated SES.

C. Ground Mounted Solar Energy System means an SES that is structurally mounted to the ground and does not qualify as an Integrated SES. For purposes of the Stonecrest zoning code, any solar canopy that does not qualify as an Integrated SES shall be considered a Ground Mounted SES, regardless of where it is mounted.

The Footprint of a Ground Mounted SES is calculated by drawing a perimeter around the outermost SES panels and any equipment necessary for the functioning of the SES, such as transformers and inverters. The Footprint does not include any visual buffer or perimeter fencing. Transmission lines (or portions thereof) required to connect the SES to a utility or consumer outside the SES perimeter shall not be included in calculating the Footprint. Ground Mounted SES shall be delineated by size as follows:

- Small Scale Ground Mounted Solar Energy System (Small Scale SES) means a Ground Mounted SES with a Footprint of less than two [ 2] acres.
- Intermediate Scale Ground Mounted Solar Energy System (Intermediate Scale SES) means a Ground Mounted SES with a Footprint of between [ 2 – 15] acres.
- Large Scale Ground Mounted Solar Energy System (Large Scale SES) means a Ground Mounted SES with a Footprint of more than [15] acres.



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#### **Sec. 4.2.65 Solar Energy Systems, Principal Use**

Principal solar energy systems (SES) shall be subject to the following standards:

A. Permitting. No principal SES shall be constructed without issuance of a building permit except for a repair or modification of an existing SES that does not increase the spatial coverage of the SES by more than ten percent and does not encroach on any required building height or setback limits of the applicable zoning district.

B. UL-approved SES electric components. Electric components shall have an Underwriters Laboratory listing.

C. Height. Principal solar energy systems shall not exceed 20 feet in height when oriented at maximum tilt. Height of ground- or pole-mounted SES shall be computed separately for each unit or structure except power transmission poles or towers.

D. Setbacks. Ground-mounted or pole-mounted principal SES and supportive buildings and structures except electric transmission poles shall provide a minimum setback of 30 feet from all property lines.

E. Buffers. All principal SES solar collection units and supportive buildings and structures except electric transmission poles shall be screened from view from public rights-of-way and abutting properties by a 25-foot wide vegetative buffer that is continuous around the perimeter of the property except for perpendicular crossings of approved driveways and utilities. The vegetative buffer shall provide a visually opaque screen not less than 20 feet in height at maturity.

F. Security.

1. The perimeter of the site of a principal SES shall be secured by an eight-foot tall security fence or wall that is constructed on the inside boundary of the required 25-foot buffer. Driveway entrances shall be gated.

2. The operator must provide the City Police Department with a 24-hour contact responsible for operations.

#### **Sec. 4.2.66 Solar Energy Systems, Accessory Use**

A. Nonresidential. Active solar energy systems shall be allowed as an accessory limited use in all commercial or industrial zoning districts under the following standards:

1. Roof-mounted solar systems. In addition to the building setback, the collector surface and mounting devices for roof-mounted solar systems shall not extend beyond the exterior perimeter of the building on which the system is mounted or built.

a. Pitched roof-mounted solar systems. For all roof-mounted systems other than a flat roof the elevation must show the highest finished slope of the solar collector and the slope of the finished roof surface on which it is mounted.

b. Flat roof-mounted solar systems. For flat roof applications a drawing shall be submitted showing the distance to the roof edge and any parapets on the building.

c. The underlying zoning district maximum height for these systems shall be complied with.

2. Ground-mounted solar systems. Ground-mounted solar energy systems shall meet the minimum zoning setback for the zoning district in which located, or 25 feet, whichever is strictest. The height of the structure(s) shall not be taller than 25 feet in height.

3. Visibility. Active solar systems shall be designed to blend into the architecture of the building or be screened from routine view from public rights-of-way or adjacent residentially-zoned property per the standards of Chapter 320.

4. Approved solar components. Electric solar system components must have a UL listing.

5. Plan approval required. All solar systems shall require a limited use approval by the Planning and Zoning Director.

6. Plan applications. Plan applications for solar systems shall be accompanied by to-scale horizontal and vertical (elevation) drawings. The drawings must show the location of the system on the building or on the property for a ground-mount system, including the property lines.



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7. Plan approvals. Applications that meet the design requirements of this section shall be granted administrative approval by the Planning and Zoning Director.

8. Compliance with building code. All active solar systems shall meet approval of the building code.

9. Compliance with electric code. All photovoltaic systems shall comply with the National Electrical Code, current edition.

10. No grid-intertie photovoltaic system shall be installed until evidence has been given to the Planning and Development Director that the owner has been approved by the utility company to install an interconnected customer-owned generator. Off-grid systems are exempt from this requirement.

**B. Residential. An application for a proposed solar collector/energy system located at a residence must meet the following standards as a limited accessory use:**

1. All solar energy collectors, whether ground-mounted or mounted on an existing structure, shall meet the minimum accessory structure zoning setbacks for the zoning district in which located. The height of the structure shall not be taller than the maximum allowed height of a structure in the zoning district in which located.



<b>APPLICANT INFORMATION</b>	<b>Application</b>	
	Name: _____	
	Address: _____	
	Social Media/ Website: _____	
	Phone: _____	Email: _____
<b>PERMIT TYPE</b>	<b>Solar Energy Systems</b>	
	<input type="checkbox"/> Integrated SES <input type="checkbox"/> Rooftop SES <input type="checkbox"/> Ground Mounted SES, Small Scale <input type="checkbox"/> Ground Mounted SES, Large Scale <input type="checkbox"/> Other: _____	

**LOCATION REQUESTED:** \_\_\_\_\_

**DESCRIPTION OF SOLAR ENERGY SYSTEM:**

Residential                       Commercial                       Industrial

**ELECTRICAL PERMIT/APPLICATION NUMBER:** \_\_\_\_\_

Height Above Roofline: _____	Building Height: _____	No. of Modules: _____
Area of Roof: _____	Roof Coverage: _____	No. of Ground
Height of Ground SES: _____	Ground Coverage: _____	Mounts: _____

**SOLAR COMPANY NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**COMPANY ADDRESS:** \_\_\_\_\_

**EMERGENCY CONTACT:** \_\_\_\_\_ **MOBILE:** \_\_\_\_\_

**Staff Approval:**