



## SUP APPLICATION FOR RESIDENTIAL SOLAR

- Select Application Type:
- |  |   |
|--|---|
| <input type="checkbox"/> Zoning Change   | <input checked="" type="checkbox"/> Specific Use Permit (SUP) |
| <input type="checkbox"/> PD Concept Plan | <input type="checkbox"/> PD Detailed Plan                     |
| <input type="checkbox"/> PD Amendment    | <input type="checkbox"/> Site Plan                            |

The following items shall be included in the application submittal:

- Signed and completed Application form;
- Completed Checklist form for respective application type;
- All required checklist items; and
- Applicable fee(s), see Fee Schedule.

**General Location of Property:**

Site Address: \_\_\_\_\_

Parcel ID #: (From [www.elliscad.com](http://www.elliscad.com)) \_\_\_\_\_

Total Area (acres): \_\_\_\_\_

Subdivision: \_\_\_\_\_

Lot(s): \_\_\_\_\_

Block(s): \_\_\_\_\_

Is Property in FEMA Designated Floodplain? (Circle one)

Yes

No

Current Zoning: \_\_\_\_\_

Current Use: \_\_\_\_\_

Proposed Zoning: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Type of Development: \_\_\_\_\_

Development Name: \_\_\_\_\_

Reason for Request: (Choose one below)

\_\_\_\_ SOLAR PANEL SYSTEM, ROOFTOP

\_\_\_\_ SOLAR PANEL SYSTEM, SMALL IN-GROUND

\*\*\* CITY TO COMPLETE ITEMS 1-6 BELOW AT TIME OF SUBMITTAL \*\*\*

1) Case Number: \_\_\_\_\_

2) Application Cycle Date: \_\_\_\_\_

3) P&Z Date (tentative): \_\_\_\_\_

4) City Council Date (tentative): \_\_\_\_\_

5) Current Zoning of Property: \_\_\_\_\_

6) Current Use of Property: \_\_\_\_\_



**Applicant (Agent):** \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

**Property Owner:** \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

**Property Owner's Signature:** \_\_\_\_\_

(REQUIRED)

**The information contained on this application, to my best knowledge and belief, is true and correct. I certify that I obtained legal consent from the property owner to submit this application, either for myself as the property owner or as an agent on behalf of the property owner. I also understand that it is necessary for an agent of this application to be present at the Planning and Zoning Commission (P&Z) meeting(s) as well as City Council meeting(s).**

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Applicant's Printed Name*

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

Before me, \_\_\_\_\_, on this day personally appeared \_\_\_\_\_ known to me (or  
(First Name, Last Name - Notary)

proved to me on the oath of \_\_\_\_\_, or through \_\_\_\_\_, to be the person whose name  
description of identity card or other document

is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public's Signature



## SUP CHECKLIST FOR RESIDENTIAL SOLAR

\*Case Number: \_\_\_\_\_  
\*Entered by City Staff

Parcel ID #: \_\_\_\_\_

Development Name: \_\_\_\_\_

### Each application shall include the following three (3) items:

Applicant must check each box showing that the item was provided | City will verify Items at time of turn in

Provided			Verified	
Y	N		Y	N
<input type="checkbox"/>	<input type="checkbox"/>	1 Two copies (on 8.5 x 11" paper) of site plan showing where the panels will be placed. For this step in the application process, we do <u>not</u> need electrical plans.	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	2 Original, embossed Tax Certificate demonstrating all property taxes are paid in full. Can be obtained from: <a href="https://www.co.ellis.tx.us/82/Tax-Assessor-Collector">https://www.co.ellis.tx.us/82/Tax-Assessor-Collector</a> .	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	3 Application fee in the amount of \$350.00. We accept cash, card, or check (made payable to City of Waxahachie)	<input type="checkbox"/>	<input type="checkbox"/>

**Solar Panel System, Rooftop** – A solar-driven energy system that converts solar energy into electricity through photovoltaic panels that are installed on rooftops.

- i) Must be installed to leave no greater than six (6) inches between rooftops.
- ii) Must match the roof pitch on a pitched roof.
- iii) Screening is required on flat roofs.
- iv) Panels shall not be installed on elevations facing a right-of-way.

**Solar Panel System, Small In-Ground** – A solar-driven energy system that converts solar energy into electricity through photovoltaic panels, that are supported by poles, where the system is not to exceed one thousand (1,000) square feet in size, permitted as an accessory structure wherein the primary use must be to reduce on-site consumption of electric utility power. The maximum overall height of the system shall not exceed eight (8) feet in residential districts, or twelve (12) feet in all other districts, and the system must meet accessory building setbacks. In residential districts, the system must be installed in the rear yard only.

# 2018-2019 Development Review Calendar

Please note: Plat applications can only be submitted to the City on the application filing date. All submittals are due by 4:00 P.M.

Turn in application on this date	City notifies you if application packet is complete	City will send review comments to applicant	Comment review meeting (optional)	Public Hearing Notices sent out by City	Planning and Zoning Meeting	City Council Meeting
12-Sep-2018	24-Sep-2018	28-Sep-2018	3-Oct-2018	3-Oct-2018	23-Oct-2018	5-Nov-2018
3-Oct-2018	15-Oct-2018	19-Oct-2018	24-Oct-2018	24-Oct-2018	13-Nov-2018	19-Nov-2018
17-Oct-2018	29-Oct-2018	2-Nov-2018	7-Nov-2018	7-Nov-2018	27-Nov-2018	3-Dec-2018
30-Oct-2018 (Tues)	12-Nov-2018	16-Nov-2018	21-Nov-2018	21-Nov-2018	11-Dec-2018	17-Dec-2018
28-Nov-2018	10-Dec-2018	14-Dec-2018	19-Dec-2018	19-Dec-2018	8-Jan-2019	22-Jan-2019
19-Dec-2018	31-Dec-2018	4-Jan-2019	9-Jan-2019	9-Jan-2019	29-Jan-2019	4-Feb-2019
2-Jan-2019	14-Jan-2019	18-Jan-2019	23-Jan-2019	23-Jan-2019	12-Feb-2019	18-Feb-2019
16-Jan-2019	28-Jan-2019	1-Feb-2019	6-Feb-2019	6-Feb-2019	26-Feb-2019	4-Mar-2019
30-Jan-2019	11-Feb-2019	15-Feb-2019	20-Feb-2019	20-Feb-2019	12-Mar-2019	18-Mar-2019
13-Feb-2019	25-Feb-2019	1-Mar-2019	6-Mar-2019	6-Mar-2019	26-Mar-2019	1-Apr-2019
27-Feb-2019	11-Mar-2019	15-Mar-2019	20-Mar-2019	20-Mar-2019	9-Apr-2019	15-Apr-2019
13-Mar-2019	25-Mar-2019	29-Mar-2019	3-Apr-2019	3-Apr-2019	23-Apr-2019	6-May-2019
3-Apr-2019	15-Apr-2019	18-Apr-2019	24-Apr-2019	24-Apr-2019	14-May-2019	20-May-2019
17-Apr-2019	29-Apr-2019	3-May-2019	8-May-2019	8-May-2019	28-May-2019	3-Jun-2019
1-May-2019	13-May-2019	17-May-2019	22-May-2019	22-May-2019	11-Jun-2019	17-Jun-2019
15-May-2019	28-May-2019	31-May-2019	5-Jun-2019	5-Jun-2019	25-Jun-2019	1-Jul-2019
29-May-2019	10-Jun-2019	14-Jun-2019	19-Jun-2019	19-Jun-2019	9-Jul-2019	15-Jul-2019
12-Jun-2019	24-Jun-2019	28-Jun-2019	3-Jul-2019	3-Jul-2019	23-Jul-2019	5-Aug-2019
3-Jul-2019	15-Jul-2019	19-Jul-2019	24-Jul-2019	24-Jul-2019	13-Aug-2019	19-Aug-2019
17-Jul-2019	29-Jul-2019	2-Aug-2019	7-Aug-2019	7-Aug-2019	27-Aug-2019	3-Sep-2019
31-Jul-2019	12-Aug-2019	16-Aug-2019	21-Aug-2019	21-Aug-2019	10-Sep-2019	16-Sep-2019