



**Louisburg Planning Commission Regular Meeting  
6:30P.M. March 27, 2019  
City Council Meeting Room  
215 South Broadway  
AGENDA**

- Item 1: ROLL CALL:**
- Item 2: ADOPTION OF THE AGENDA:**
- Item 3: APPROVAL OF THE MINUTES:**  
- Minutes from the February 27, 2019 Meeting
- Item 4: PUBLIC COMMENTS:**  
Persons who wish to address the Planning Commission regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only.
- Item 5: PUBLIC HEARING BUSINESS ITEMS:**  
None
- Item 6: NON-PUBLIC HEARING BUSINESS ITEMS:**  
Annual election of Planning Commission Chairman, Vice-Chairman and Secretary in accordance with Article 3, Planning Commission By-Law, in the Procedures Manual.
- Item 7: OLD BUSINESS:** Any old business the Commission may wish to discuss  
A discussion concerning a proposed Concrete Standards/Policy. This is a continued discussion that began during the December 19, 2018 Planning Commission Meeting.
- Item 8:** A discussion concerning ground mounted solar panels in Residential Zoning Districts. This is a continued discussion that began during the January 30, 2019 Planning Commission Meeting.
- Item 9: NEW BUSINESS:**  
None
- Item 10: REPORTS:**  
None
- Item 11: ADJOURNMENT:**



**LOUISBURG PLANNING COMMISSION MEETING MINUTES**  
**Wednesday February 27, 2019**

The Planning Commission of the City of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Andy Sauber presiding.

**ATTENDANCE:**

Commission Members: Michael Sharp, Nate Apple, Donna Cook, Rick Phillips, & George Bazin  
City Administrator: Nathan Law  
Staff: Jean Carder  
Recording Secretary: Rusty Whitham  
City Council: Lee Baer  
Visitors: None

**ITEM 1: ROLL CALL**

**ITEM 2: ADOPTION OF THE AGENDA:**

A motion was made by Nate Apple to adopt the agenda. The motion was seconded by Donna Cook. Motion passed 6-0.

**ITEM 3: APPROVAL OF THE MINUTES:**

A motion was made by George Bazin to approve the minutes from the January 30, 2019 Regular Meeting. The motion was seconded by Michael Sharp. Motion passed 6-0.

**ITEM 4: PUBLIC COMMENTS:** Persons who wish to address the Planning Commission regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for information purposes only.

None

**PUBLIC HEARING BUSINESS ITEMS:**

Chairperson Andy Sauber opened the meeting by welcoming the newest Planning Commissioner, Donna Cook. Administrator Law introduced Lee Baer as the new City Council Representative to the Planning Commission.

**Item 5: 19001-TXA (Text Amendment)** Addition of Section 621, “Small Cell Tower Aesthetic Design Standards” to Article 6 of the City of Louisburg Supplementary District Regulations.

Chairperson Sauber began the discussion by opening this item up for public comment. No comment was made and this portion of the discussion was closed.

City Administrator Nathan Law mentioned that the proposed text amendment to the Zoning Regulations also falls within the Right-of-Way (ROW) access ordinance in the City Code. Administrator Law stated that the Planning Commission may consider additional fees for installing cell towers in public ROWs. The proposed text amendment only addresses aesthetic design standards and does not mention any type of fee structure.

Chairperson Andy Sauber and Nate Apple both suggested that any fee structure associated with cell towers in public ROWs should be established by the City Council.

After a brief discussion a motion was made by George Bazin to approve the text amendment that will add Section 621, "Small Cell Tower Aesthetic Design Standards" to Zoning Regulations. The motion was seconded by Rick Phillips. The motion passed 6-0.

This recommendation will be forwarded to the City Council for additional discussion and consideration. No further discussion occurred concerning this item.

#### **NON-PUBLIC HEARING BUSINESS ITEMS:**

**Item 6:** None

**OLD BUSINESS:** Any old business the Commission may wish to discuss

**Item 7:** A discussion concerning a proposed Concrete Standards/Policy. This is a continued discussion that began during the December 19, 2018 Planning Commission Meeting.

Both Nate Apple and George Bazin recommended removing the requirement for rebar in sidewalks, and curbs. It was the consensus of the Planning Commissioners that the requirement for rebar be removed from sidewalks, and curbs. It was agreed that rebar shall be required in approaches and driveways.

Additional changes to the proposed Concrete Standards/Policy were recommended by the Planning Commission. Staff agreed to incorporate all changes to the draft policy and return it to the Planning Commission for additional discussion.

**Item 8:** A discussion concerning ground mounted solar panels in Residential Zoning Districts. This is a continued discussion that began during the January 30, 2019 Planning Commission Meeting.

Staff presented a draft amendment to the Zoning Regulations that addresses both ground and roof mounted solar panels.

After a brief discussion, the Planning Commission requested staff to research the following:

- Have other municipalities allowed both ground and roof mounted solar panel systems concurrently on the same property?
- What is the allowable size of ground mounted solar panels in other municipalities?

Staff agreed to conduct some additional research and present their finding to the Planning Commission at the next meeting. No further discussion occurred concerning this item.

## **NEW BUSINESS:**

**Item 9:** A discussion concerning outdoor storage on commercial properties.

After a brief discussion the Planning Commission determined that no changes to the Zoning Regulations are needed for outdoor storage requirements on commercial properties. The current guidelines in the Zoning Regulations concerning outdoor storage are sufficient. No further discussion occurred concerning this item.

**Item 10:** A discussion concerning design standards for single-family residential homes. The Planning Commission may consider homes constructed primarily out of metal to include metal facades. Reference Section 618, paragraph A of the Zoning Regulations.

Staff explained that single-family residential homes are excluded from the design standard outlined in Section 618 of the Zoning Regulations:

*“These design standards are applicable in all zoning districts, and for all buildings **except single family residences**, and detached accessory buildings that do not exceed the dimensions of 36 feet by 24 feet and side wall height of ten (10) feet, constructed in residential districts.”*

Staff went on by saying that they were recently approached by an individual asking if they are allowed to construct a residential home with a metal façade. After some research, the answer was yes. Staff wanted to know if the Planning Commission is interested in reviewing the design standards for single-family residential homes.

It was mentioned that subdivisions with an active Homeowners Association (HOA) already regulate design standards within their subdivisions. The standards enforced by HOAs exceed the standards outlined in the Zoning Regulations.

After a brief discussion, it was the consensus of the Planning Commission members not to make changes to the design standards at this time. The current guidelines exempting single-family residential homes from the design standards will remain in place. No further discussion occurred concerning this item.

**REPORTS:**

**Item 11: None**

**Item 12: ADJOURNMENT:**

A motion was made by Michael Sharp to adjourn the meeting. The motion was seconded by Rick Phillips. The motion passed 6-0. Meeting adjourned at 7:46p.m.

**Submitted by Rusty Whitham**

**DRAFT**

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# Concrete Design Standards/Policy



## Concrete Design Standards City of Louisburg, KS

## Public/City

**CONCRETE FLATWORK (PUBLIC):** City sidewalks and approaches shall be inspected prior to concrete being poured. Rebar shall be on chairs. Sidewalks and approaches shall be Granite Mix concrete. Minimum thickness of approaches shall be 6 inches. Approaches shall have at a minimum #4 rebar on a 24 inch grid, tied 50%, and on chairs. Approaches shall have a maximum slope of ¼" per foot. Sidewalks and approaches shall not be poured until all utilities (water, sewer, gas, etc.) have been installed. ~~The use of chloride based accelerants shall not be allowed.~~ Please consult with Building & Zoning Department staff for location of sidewalk and length of approach

NOTE: Fiberglass rebar may be used as a suitable substitute for steel rebar.

(The following paragraphs were taken from City Ordinance 847)

Sidewalks shall be constructed on both sides of all streets, including arterial, collector, residential access, and residential local. Sidewalks constructed on arterial or collector streets, and streets in commercial and industrial districts, shall be not less than five (5) feet in width. Sidewalks constructed on residential access and residential local streets shall be not less than four (4) feet in width. All sidewalks shall be located in the platted street right-of-way, six (6) inches from the property line, and be constructed using "granite mix" Portland Cement Concrete as defined in Paragraph J, Section 402, Article 4, of the Subdivision Regulations of the City of Louisburg. ~~All sidewalks shall be constructed with No. 4 Reinforcing Bar or equivalent, spaced parallel to the edge of the sidewalk on a maximum of two (2) foot centers, with bars placed within six (6) inches from each edge of the sidewalk.~~ Sidewalks and curbing shall not require rebar unless specifically identified on engineered stamped plans. Approaches, private driveways and ADA Sidewalks with slopes require rebar.

Where sidewalks have not previously been required and were not previously constructed on adjacent lots, tracts, or other locations, any person applying for a building permit to construct a primary structure on any lot or parcel, whether it is residential, commercial, or industrial, shall, as a condition thereof, be required to construct a sidewalk/sidewalks adjacent to such parcel of property, or contribute an equivalent amount to the Capital Improvement Sidewalk Fund.

The determination as to whether the sidewalk shall be constructed or whether the applicant shall contribute to the sidewalk fund shall be rendered by the Planning Commission on any project requiring site plan approval, and by the building and zoning staff on all other sidewalk determinations. The amount of the contribution to the sidewalk fund shall be an equivalent amount per linear foot based on sidewalk type and current construction costs, of the required sidewalk along the entire street frontages of said tract or building lot. Payment of an equivalent amount into the sidewalk fund in lieu of construction of the sidewalk shall relieve the property owner from responsibility of the original improvement for the future construction of the sidewalk/sidewalks adjacent to the property. Such payment is due at the time of issuing the building permit, and shall take the form of cash or certified check and be non-refundable.

Contact the Louisburg Building and Zoning Departments for additional construction specifications for Public Driveway entrances, curbing, and ADA Sidewalks.

**Residential/Commercial**

**CONCRETE SLABS:** All basement, garage floor, slab-on-grade and driveways shall be inspected prior to concrete being poured. They shall have at a minimum #4 rebar on a 24 inch grid, tied 50%, and on chairs. A 10–minimum 15 mil vapor barrier is required for all basements and slab-on-grade. All vapor barrier seams and penetrations shall be taped and/or sealed. Additional, reinforcement and/or grade beams may be required as detailed on the engineered plans.

Garage floor larger than single car shall require additional structural support piers as indicated on engineered stamped plans.

Driveways shall have a maximum slope of 1/4” per foot within Right-of-Way (ROW).

All residential and concrete shall be inspected prior to concrete being poured.

Note: Construction requirements outlined in engineered plans may supersede the above concrete city requirements.

Minimum thickness of concrete is as follows:

Basement	<b>4 inches</b>
Slab-on-grade	<b>4 inches</b>
Garage	<b>6 inches</b>
Driveway	<b>5 inches</b>
Parking Lot	<b>6 inches</b>

**PATIOS, STOOPS AND PRIVATE SIDEWALKS:** Inspection is required prior to concrete being poured shall have #4 rebar on a 24 inch grid tied 50%, and on chairs. Stoops require #4 rebar on a 16 inch grid, tied 50%, and on chairs.

**NOTE:** Fiberglass rebar may be used as a suitable substitute for steel rebar. The requirement for rebar (Steel or Fiberglass) may be waived for privately owned commercial concrete parking lots and sidewalks if engineered stamped construction plans indicate rebar is not required.

**Materials**

Minimum standards for materials for concrete curbs, gutters, sidewalks and streets in the City shall be:

**a. Mix Designs**

The mix designs shall be approved by the Kansas City Metro Materials Board as meeting the designation “KCMMB 4K” or “KCMMB 5K”.

### **b. Ready-mixed Concrete**

Ready-mixed concrete shall be mixed and placed in accordance with the requirements of the Standard Specifications, except that ready-mixed concrete shall be transported with agitation. All concrete shall meet the slump requirements specified. Any addition of water shall be in accordance with the KCMMB specification and prior approval of the Engineer. A diligent effort shall be made by the Contractor and the ready-mix concrete producer to deliver concrete at regular intervals, and to maintain a uniform mix throughout each concrete pour. Concrete shall be delivered at intervals frequent enough to prevent any cold joints.

### **c. Structural Concrete Construction**

All concrete used in construction of reinforced box culverts, concrete bridges, retaining walls, and headwalls shall be classified as KCMMB 5K. The actual mixed proportions of cement, aggregates and water shall be determined by the Contractor.

### **d. KCMMB 4K Construction**

All concrete used in construction of concrete pavement and driveways, curbs and gutters, storm sewer inlets and junction boxes, concrete inverts, aprons, collars, sidewalks, integral sidewalk retaining S-44 walls, concrete ditch liner, and median noses shall be classified as KCMMB 4K. The actual mixed proportions of cement, aggregates and water shall be determined by the Contractor.

### **e. Curing**

Wet covering and waterproof covering shall conform to KDOT Sections 1405- 1407 of the Standard Specifications. Liquid membrane-forming compound shall conform to the requirements for Type 2 White Pigmented Compound as specified in AASHTO M148. Clear liquid membrane-forming compound shall not be used.

### **f. Water**

Water shall be clean and free from deleterious substances.

## **Cold Weather Concrete Procedures**

This procedure may be used as the basis for the acceptance or rejection of any concrete foundation respective to concrete placement during cold weather conditions. It is the intent of this procedure to closely follow ACI 306, Standard Specification for Cold Weather Concreting.

### **Code requirements**

The minimum compressive strength requirements of concrete shall be in accordance with the 2003 International Residential Code:

- 3,500 psi** for interior slabs on grade.
- 3,500 psi** for footings and foundation walls.
- 4.000 psi** for exterior and structural slabs.

The code also specifies that the concrete be air entrained. The total air content (percent by volume of concrete) shall not be less than 5% or greater than 7%. For garage floors with a steel troweled finish, reduction of the total air content (percent by volume of concrete) to not less than 3 percent is permitted if the specified compressive strength of the concrete is increased to not less than 4,000 psi.

### ***Inspection practices***

1. The enforcement of cold weather concrete protection requirements will occur when the ambient air temperature is at or below 40 degrees Fahrenheit, or a temperature is forecasted within 48 hours of below 40 degrees Fahrenheit. Footings, walls, structural slabs, sidewalks and driveway approaches shall be protected.
2. The air temperature shall be at least 25 degrees and rising for an inspection of concrete related construction. Exception: If the air temperature is below 25 degrees an inspection may be conducted provided special permission is granted from City Inspectors. Special permission may be granted for approved on-site heating or other approved methods.
3. Inspectors will verify the sub-grade is not frozen prior to concrete placement and that adequate protection components are on site at the time of inspection. They will also be checking the maintenance of the protection for two days following the inspections.
4. If footings were required to be protected from freezing, foundation walls will not be allowed to be poured for at least 48 hours.
5. At the inspector's discretion, concrete drivers batch tickets may be reviewed for the purpose of determining the time the concrete truck left the plant, strength of the concrete, percent of air entrainment or any special additives in the concrete mix.
6. A third party inspector may be used at the expense of the contractor and/or homeowner. The third party inspector must be an American Concrete Institute (ACI) Field Testing Technician. The third party inspector must be on sight when concrete is poured to visually inspect concrete mix, conditions, and site preparation.

### **Protection during cold weather**

In cold weather conditions it is important to protect the concrete from freezing and to maintain curing conditions to ensure adequate strength development. When cold weather conditions exist, surface concrete temperatures must be maintained at 55 Degrees Fahrenheit for three days. Curing time may be reduced to two days if the cement content is increased by 100 lbs. per cubic yard or Type III Portland Cement is used, or if an approved accelerator is employed.

#### **Methods of protection**

- For footings, an acceptable method of protection from freezing during the curing process is to cover footings with 6 inches of straw. The straw shall be held in place with tarps, polyethylene sheeting or blankets. Tarps, polyethylene sheeting or blankets shall be properly secured to ensure that they are not blown away in high winds.

- For foundation walls, insulated blankets may be used. Blankets shall be secured to foundation walls to ensure that they are not blown away in high winds.
- After the initial curing period, it is recommended that the concrete be kept dry (protected from the elements) for at least two or three additional days before it is exposed to freezing conditions. When pouring conventional concrete during cold weather conditions, the concrete shall be protected from freezing for at least 72 hours (three days).
- When pouring concrete utilizing approved accelerators, Type III Portland Cement, or where the cement ratio is increased 100 lbs. per cubic yard; the concrete shall be protected from freezing for at least 48 hours (two days). If footings were required to be protected from freezing, foundation walls will not be allowed to be poured for at least 48 hours.

**If the inspector believes that the concrete has not been protected as described above or per another approved method, the inspector will require that the concrete be tested in order to ensure that proper strength of the concrete has been developed.**

#### **FOR MORE INFORMATION**

City of Louisburg  
Building and Zoning Department  
215 South Broadway  
Louisburg, Kansas 66053  
913-837-5811  
<https://louisburgkansas.gov/>

## MEMO

**To:** Planning Commission

**From:** Staff

**Date:** March 27, 2019

**Re:** Solar Panels (Ground and Roof Mounted)

During the February 27, 2019 Planning Commission meeting staff was tasked by to research the following:

1. Have other municipalities allowed both ground and roof mounted solar panel systems concurrently on the same property.
2. What is the allowable size of ground mounted solar panels in other municipalities.

Staff contacted the City of Manhattan and the City of Salina. Below are the findings:

### **City of Manhattan:**

1. Have other municipalities allowed both ground and roof mounted solar panel systems concurrently on the same property. [The City Codes Official mentioned that they have no restrictions concerning two solar systems \(Ground and Roof Mounted\) on a single property. He doubted that they would have a problem with have two systems on a single property.](#)
2. What is the allowable size of ground mounted solar panels in other municipalities. [The City Codes Official mentioned they treat ground-mounted solar panels as accessory structures. Panels under 200 square feet require an electrical permit only. Panels over 200 square feet require an electrical permit and must not cover more that 35% of property \(Including home and other accessory structures\).](#)

### **City of Salina:**

1. Have other municipalities allowed both ground and roof mounted solar panel systems concurrently on the same property. [The City Codes Official mentioned that they are similar to Manhattan concerning solar panels. They have no restrictions concerning two solar systems \(Ground and Roof Mounted\) on a single property. He doubted that they would have a problem with a property having two systems on a single property.](#)
2. What is the allowable size of ground mounted solar panels in other municipalities. [The City Codes Official mentioned they have no ground-mounted solar panels currently in residential zoning districts. They would also treat ground-mounted solar panels as an accessory structure. They have no specific size limitations. However, no structure or multiple structures shall cover more that 35% of property \(Including home and other accessory structures\).](#)



# Solar Panel System Design Standards

## City of Louisburg, KS

## Background and Purpose

These Design Guidelines for solar panels provides guidance to the property owners on the aesthetic requirements and specifications for all solar panel systems in the City of Louisburg. Applications that conform to these standards will be reviewed by the Planning and Zoning Department. Any application that does not conform to these guidelines would require approval by the City of Louisburg Planning Commission.

The Design Guidelines are intended to allow sufficient flexibility to respond to and integrate future advances in solar technology as well as innovations that improve the ability for these facilities to integrate into the surrounding environment. Due to the rapid advances in solar technology, the Design Guidelines will be evaluated periodically to ensure the provisions respond and adapt accordingly to these evolving technologies. To be sure the application is the most current, applicants are encouraged to download the application on the City website: <https://louisburgkansas.gov/248/Building-Permits>

These guidelines are administered by the City of Louisburg Planning and Zoning Department. The department may be reached at 913-837-5811.

### **Solar Panel Systems in Residential Zoning Districts (R-1, R-2, R3 and M-P)**

Solar panels may be installed in Residential Zoning Districts as long as the following performance standards are met. All solar panels shall meet or exceed the current standards expressed in the adopted building codes. A building permit must be obtained prior to the installation of any solar collector system. **A combination of one (1) ground and one (1) roof mounted solar panels shall be allowed on a single lot as long sets of panels are connected into one system.**

#### **1. Installation on a pitched roof:**

- a. Applicant shall consult the local electrical utility company and obtain proper permitting.
- b. Roof-mounted solar panels shall not be on the front or side roofs in any Residential Zoning Districts.
- c. Roof-mounted solar panels located on the rear side of roofs shall not extend above the peak of the roof plane on which they are mounted, and no portion of any such solar panel shall extend more than four (4) feet perpendicular to the point on the roof where it is mounted.
- d. The permit applicant must submit all manufacture's data and a stamped letter/documents from a licensed Kansas Engineer certifying that the roof structure will support all solar panels and accessory equipment before a permit is issued. The applicant shall also submit documents from the electrical utility company indicating that they have been approved for the installation of the solar panel system.
- e. All solar panel systems shall be installed by a licensed Electrical Contractor.**

- f. Solar panels shall not be installed on any accessory building.
- g. Property owners are required to consult their Homeowners Associations (HOA) if applicable prior to submitting a permit application.

**2. Installation on a flat roof:**

- a. Applicant shall consult the local electrical utility company and obtain proper permitting.
- b. Roof-mounted solar panels may be mounted on a flat roof at an optimum angle to the sun for maximum energy production when the building parapet or roof design provides full screening of the solar panels and associated equipment from public streets and neighboring properties.
- c. For installation on a building without a parapet, roof-mounted solar collector panels shall be placed in the most obscure location without reducing the operating efficiency of the collectors, such as the center of the roof. Solar panels and associated equipment may be permitted on the roof so long as they are screened from view from public streets and neighboring properties.
- d. The permit applicant must submit all manufacturer's data and a stamped letter/documents from a licensed Kansas Engineer certifying that the roof structure will support all solar panels and accessory equipment before a permit is issued. The applicant shall also submit documents from the electrical utility company indicating that they have been approved for the installation of the solar panel system.
- e. All solar panel systems shall be installed by a licensed Electrical Contractor.**
- f. Solar panels shall not be installed on any accessory building.
- g. Property owners are required to consult their Homeowners Associations (HOA) if applicable prior to submitting a permit application.

**3. Ground-mounted installation:**

- a. Applicant shall consult the local electrical utility company and obtain proper permitting.
- b. Ground-mounted solar panels shall not exceed more than seven (7) feet in total height and shall be located within the rear or side yard at least five (5) feet inside the property line.
- c. All lines serving a ground-mounted solar collector shall be located underground.
- d. All ground-mounted solar panels shall be installed in the rear or side yard and be screened with an eight (8) foot privacy fence.
- e. All solar panel systems shall be installed by a licensed Electrical Contractor.**

- f. All ground-mounted solar panel systems are considered accessory an item and as such shall be constructed on the same lot as the residential dwelling. In addition, ground-mounted solar panel systems shall not be constructed in any easements or Right-of-Way (ROW).
- g. For residential lots less than one acre in size, the surface area of the ground-mounted solar panels shall not exceed two (2) percent coverage of total lot area, with a maximum coverage of two hundred (200) square feet. For residential lots one acre or larger in size, the surface area of the ground-mounted solar panels shall not exceed two (2) percent coverage of the total lot area, with a maximum lot coverage of seven hundred (700) square feet. A larger solar panel system may be allowed upon issuance of a Special Use Permit (SUP).
- h. No more than one ground-mounted solar panel system be installed on a single residential lot.
- i. The permit applicant must submit all manufacturer’s data and site-plan before a permit is issued.
- j. Property owners are required to consult their Homeowners Associations (HOA) if applicable prior to submitting a permit application.
- k. The permit applicant must submit all manufacturer’s data and a stamped letter/documents from a licensed Kansas Engineer certifying that the roof structure will support all solar panels and accessory equipment before a permit is issued. The applicant shall also submit documents from the electrical utility company indicating that they have been approved for the installation of the solar panel system.

**Solar in all other Zoning Districts except A-L Agricultural District**

Solar panel system may be installed in all other Zoning Districts except A-L Agricultural District as long as the following performance standards are met. All solar panels shall meet or exceed the current standards expressed in the adopted building codes. A building permit must be obtained prior to the installation of any solar collector system. **A combination of one (1) ground and one (1) roof mounted solar panels shall be allowed on a single lot as long sets of panels are connected into one system.**

**1. Installation on a pitched and flat roof systems:**

- a. Applicant shall consult the local electrical utility company and obtain proper permitting.

- b. mounted solar panels shall be screened from view (one hundred (100) percent opacity) or isolated so as not to be visible from ground level of any adjacent public thoroughfare or residentially-zoned area, up to a maximum of three hundred (300) feet away. The appearance of roof screens shall be coordinated with the building to maintain a unified appearance.
- c. The permit applicant must submit all manufacturer's data and a stamped letter/documents from a licensed Kansas Engineer certifying that the roof structure will support all solar panels and accessory equipment before a permit is issued. The applicant shall also submit documents from the electrical utility company indicating that they have been approved for the installation of the solar panel system.
- d. All solar panel systems shall be installed by a licensed Electrical Contractor.**

## **2. Ground-mounted installation:**

- a. Applicant shall consult the local electrical utility company and obtain proper permitting.
- b. All electrical and mechanical equipment located adjacent to the building and visible from any adjacent public thoroughfare or a residentially-zoned area shall be screened from view (one hundred (100) percent opacity), up to a maximum of three hundred (300) feet away. Such screens and enclosures shall be treated as integral elements of the building's appearance.
- c. All lines serving a ground-mounted solar collector shall be located underground.
- d. Ground-mounted solar panels shall be located within the rear or side yard at least five (5) feet inside the property line.
- e. All solar panel systems shall be installed by a licensed Electrical Contractor.**
- f. All ground-mounted solar panel systems are considered an accessory item and as such shall be constructed on the same lot as the as the primary commercial structure. In addition, ground-mounted solar panel systems shall not be constructed in any easements or Right-of-Way (ROW).
- g. The permit applicant must submit all manufactures and site-plan before a permit is issued. Site-Plan must be approved by the Planning Commission. The applicant shall also submit documents from the electrical utility company indicating that they have been approved for the installation of the solar panel system.

- h. For commercial lots less than one acre in size, the surface area of the ground-mounted solar panels shall not exceed two (2) percent coverage of total lot area, with a maximum coverage of two hundred (200) square feet. For residential lots one acre or larger in size, the surface area of the ground-mounted solar panels shall not exceed two (2) percent coverage of the total lot area, with a maximum lot coverage of seven hundred (700) square feet. A larger solar panel system may be allowed upon issuance of a Special Use Permit (SUP).