

Village of North Hills

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VILLAGE OF NORTH HILLS SOLAR PANEL ARB APPLICATION GUIDLINES

Each solar panel application needs to include aerial photos that clearly demonstrate where the solar panels will be positioned on the roof as well as where the home is in relation to the street and the surrounding neighbors (3 to the front 1 on each side and 3 in the rear). The addresses of the neighbor's homes should be clearly labeled so it can be determined what view of the solar panels each neighbor will potentially have.

Each of these 8 residences should receive the letter of notification along with the aerial photos of the home showing where the solar panels would be positioned so the neighbors can accurately see the potential visual impact of the panels. The letters and aerial photos should be mailed both first class and certified, return receipt to each recipient.

An affidavit of mailing should be completed for the above stated letter and submitted no later than 10 business days before the meeting date. The letter, aerial photo and the certified mailing receipts should be attached to the affidavit of mailing. A template of the notification letter is available from the Village.