# Small Renewable Energy (Solar) Permit by Rule (Solar)

# Section [9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/)

# Complete Application Checklist

# This document addresses applications for permit by rule (PBR) for solar energy projects with a rated capacity greater than 5 megawatts alternating current (MWAC) and an area of disturbance greater than 10 acres. *Submit this completed application checklist with the PBR application to assist with a more efficient review process*.

Disclaimer: Checklists are provided as a tool when applying for a permit by rule (PBR). *Item numbers below correspond to regulation numbering of* [*Section 30*](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) *of the* Small Renewable Energy Projects (Solar) Permit by Rule regulation ([9VAC15-60](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/) *et seq*.) R*efer to the PBR Program regulation, program guidance, and other references noted herein for details of required information for complete applications*.

DEQ’s Ombudsman is available to provide assistance. For questions regarding this checklist, please contact timothy.wilke@deq.virginia.gov or 804-912-0989.

Once an application has been submitted, application status may be viewed on the DEQ Permit Enhancement and Evaluation Platform ([PEEP](https://portal.deq.virginia.gov/peep-search)).

| **For a Complete Application, Provide at Minimum:****(**[**Per 9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/)**)** | **Include****(Y, N, or N/A)** | **Page Number(s)****Or Location(s)** |
| --- | --- | --- |
| *The 15 application components are promulgated by* [*10.1-1197.6*](https://law.lis.virginia.gov/vacode/title10.1/chapter11.1/section10.1-1197.6/)*, Permit by rule for small renewable energy projects. Section.*[*1-1197.7*](https://law.lis.virginia.gov/vacode/title10.1/chapter11.1/section10) *grants DEQ the authority to review and authorize the projects based on a determination of whether the application meets the requirements of the Solar PBR regulations (9VAC15-60 et seq.)* |  |  |
| 1. Application Summary Document: Project narrative divided into sections corresponding with 15 application components.
 |  |  |
| 1. Notice of Intent (NOI) ([9VAC15-60-30 A. 1](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/))

What to include in NOI:(Note: DEQ recommends submittal to the department as early in the project development process as practicable.)See the Notice of Intent template attached to this checklist. |  |  |
| 1. Name of the project [“project” refers to all aspects of a small renewable energy facility development including planning, permitting, construction, and commissioning] that will be used in all correspondence, permit certification requirements, and permit applications;
 |  |  |
| 1. Project Legal Business Name and [Virginia State Corporation Commission Entity ID](https://cis.scc.virginia.gov/EntitySearch/Index) (e.g., ABC Solar, LLC; SCC Entity ID 12345678);
 |  |  |
| 1. Name and contact information for the owner and applicant (if applicant different from owner) – include mailing address, direct phone number, email;
 |  |  |
| 1. Proposed maximum rated power capacity in megawatts alternating current (MWAC);
 |  |  |
| 1. Project street address or detailed description of the project location that can easily be determined on a street map;
 |  |  |
| 1. Location of project in latitude and longitude (decimal degrees) identified as either the centroid or entrance of the project;
 |  |  |
| 1. Project locality: Town, City, or County;
 |  |  |
| 1. Proposed acres of land disturbance;
 |  |  |
| 1. Approximate number of photovoltaic (PV) systems and maximum height of PV systems;
 |  |  |
| 1. Identify is project is located on a [brownfield](https://www.deq.virginia.gov/our-programs/land-waste/land-remediation/brownfields);
 |  |  |
| 1. Name of development company associated with project.
 |  |  |
| 1. Certification by governing body of locality / localities wherein the project will be located that the project complies with all applicable land ordinances. ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 2)

The local governing body certification should be a letter on official letterhead stationery from a responsible official of the local government (e.g., County Administrator, Planning Director, Zoning Administrator, Town Manager, etc., or designee).See the Local Governing Body Certification Form template attached to this checklist.  |  |  |
| a. If the local governing body certification is on official local government letterhead stationery, the letter should include the following: |  |  |
| 1. Date of correspondence.
 |  |  |
| 1. Proposed project name (a unique name specific to the project).
 |  |  |
| 1. Contact name, company, mailing address, and email address of the applicant.
 |  |  |
| 1. Proposed project location including latitude and longitude coordinates in decimal degrees of centroid or entrance of project.
 |  |  |
| 1. Statement that the project does or does not comply with all applicable local land use ordinances.
 |  |  |
| 1. The letter should include the printed name of the authorized local government representative, title, direct phone number, direct email address, and signature.
 |  |  |
| 1. In the event a special use permit (SUP), conditional use permit (CUP), or similar document is approved by the local governing body regarding project approval, include the document(s) with the local government certification.
 |  |  |
| 1. Interconnection Studies ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 3)

Interconnection studies (Feasibility, Impact, and Facility) by the regional transmission organization or transmission owner, or both. NOTE: If a project does not interconnect to the electric grid (i.e., it does not sell electricity at wholesale back to the grid), then the applicant is not able to comply with criteria 3 and 4 of this checklist. |  |  |
| 1. Final Interconnection Agreement ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 4)

The final interconnection agreement must be included in the solar PBR application. As noted in the PBR Regulation, if this agreement is not available at the time when all other documents are ready for application submittal, a copy of the feasibility study from the regional transmission organization (RTO) or transmission owner (TO) will be sufficient for the purpose of this section.NOTE: The owner of the project must submit a copy of the final interconnection agreement to the department when it becomes available. |  |  |
| 1. Maximum Generation Capacity Certification ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 5)

The application must include a certification stamped, signed, and dated by a professional engineer licensed in Virginia stating the project will not generate more than 150 megawatts alternating current (MWAC). See the Maximum Generation Capacity Certification template attached to this checklist. |  |  |
| 1. National Ambient Air Quality Analysis (NAAQS) Analysis ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 6)

NAAQS: Submittal of a statement that the proposed project’s operations will create no significant negative impacts on the attainment of NAAQS and include an analysis of projected amounts of pollutants avoided on an annual basis.Analysis may be accomplished using the U.S. EPA Avoided Emissions and Generation Tool (AVERT) located online at <https://www.epa.gov/avert/avert-web-edition>. The Mid-Atlantic regional data should be utilized for the calculations for projects in Virginia. |  |  |
| 1. Impacts on Natural Resources Analyses ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 7)

Identify any potential threatened or endangered species, historic / cultural resources, and/or other natural resources that may be impacted by the project. |  |  |
| 7.a. Wildlife: Desktop analysis must include a wildlife report and maps generated by the Department of Wildlife Resources (DWR) [Virginia Fish and Wildlife Information Service](https://services.dwr.virginia.gov/fwis/) (VaFWIS) or [Wildlife Environmental Review Map Service](https://dwr.virginia.gov/gis/werms/) (WERMS) of:1) Known wildlife species and habitat features on the site and within two (2) miles of the project boundary and  |  |  |
| 2) Known or potential sea turtle nesting beaches located within ½ mile of the disturbance zone. |  |  |
| 7.b. Wildlife: The analysis must also include a preconstruction desktop survey of natural heritage resources within the disturbance zone. Department of Conservation and Recreation (DCR) Natural Heritage Program (NHP) offers publicly available and subscription-based natural heritage information. For more information, visit <https://www.dcr.virginia.gov/natural-heritage/infoservices>.[If threatened and / or endangered species are identified within the scope of the desktop analysis, coordinate with DWR as early in the process as possible to determine if additional surveys are required prior to application submission.] |  |  |
| 7.c. Historic / Cultural Resources: Section [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/); Applicant must collect information on known historic resources: 1) Within the disturbance zone |  |  |
| 2) Within ½ mile of the disturbance zone boundary ([9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) B 1). |  |  |
| 3) Findings must be provided in a summary report in tabular format and identified on context map referenced in [9VAC15-60-70](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section70/) B. |  |  |
| 4) Findings must be identified on the context map referenced in [9VAC15-60-70](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section70/) B. |  |  |
| 7.d. Historic / Cultural Resources: Per [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) B. 2., conduct field surveys of all architectural resources, including cultural landscapes:  |  |  |
| 1. 50 years of age or older within the disturbance zone.
 |  |  |
| 1. Within ½ mile of the disturbance zone boundary
 |  |  |
| 7.e. Historic / Cultural Resources: Evaluate eligibility of any architectural resources for listing in Virginia Landmarks Register (VLR). |  |  |
| 7.f. Historic / Cultural Resources: Conduct archaeological field survey of the disturbance zone per [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) B 3. |  |  |
| 7.g. Historic / Cultural Resources: Evaluate eligibility of any identified archaeological site for listing in the VLR. |  |  |
| 7.h. Other Natural Resources: Conduct a preconstruction desktop survey of natural heritage resources within the disturbance zone ([9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) C). |  |  |
| 7.i. The impacts analysis must also include a map identifying the Coastal Avian Protection Zones (CAPZ) and the project location. GIS data for CAPZ can be found on the DEQ data hub: <https://geohub-vadeq.hub.arcgis.com/pages/renewable-energy-datasets>. |  |  |
| 7.j. ([9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) D) Assess and describe the expected beneficial and adverse impacts, if any, of the proposed project on wildlife and historic resources identified by these studies and analyses. Provide maps clearly identifying potential impacts and/or avoidance measures, when applicable.Provide a report along with all data and supporting documents presenting the findings of the studies and analyses conducted pursuant to: |  |  |
| 1. [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) A
 |  |  |
| 1. [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) B
 |  |  |
| 1. [9VAC15-60-40](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section40/) C
 |  |  |
| 1. Mitigation Plan ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 8)

Mitigation plan, if applicable (see [9VAC15-60-50](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section50/)), details reasonable actions to be taken by the owner or operator to avoid, minimize, or otherwise mitigate such impacts, and to measure the efficacy of those actions. If no mitigation is required for the project, provide a statement in the Application Summary narrative stating no mitigation is proposed for the project.* 1. Based on the findings of the impacts on wildlife and natural heritage, the mitigation plan must include mitigation measures for significant adverse impacts as applicable.

For example:1. For state-listed threatened and endangered wildlife – applicant must take all reasonable measures to avoid significant adverse impacts or must demonstrate what significant adverse impacts cannot practicably be avoided and why additional proposed actions are reasonable;
2. For projects where the disturbance zone is located on or within ½ mile of a known or potential sea turtle nesting beach, the applicant must describe all reasonable measures to avoid significant adverse impacts or demonstrate why such impacts cannot practicably be avoided, and why additional proposed mitigation actions are reasonable. See [9VAC15-60-60](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section60/) B. 2. for prescribed mitigation for sea turtles;
3. Projects located in part or in whole within CAPZ 1, 2, 3, 4, 5, 10, 11, 12, or 14 must contribute$1,000 per MW (or partial MW) of rated capacity of the entire project to a CAPZ fund designated to support research of impacts on avian resources.
 |  |  |
| * 1. Based on findings of the historic resources analysis, the mitigation plan must address any significant adverse impacts, as applicable:

[Coordinate with Department of Historic Resources (DHR) as early in the process as possible to determine if additional surveys are required prior to application submission.] |  |  |
| 1. Significant adverse impacts to Virginia Landmarks Register (VLR) eligible or listed architectural resources must be minimized to the extent practicable through design of the project or installation of vegetative or other screening. If impacts cannot be minimized such that impacts are no longer significantly adverse, the applicant must develop a reasonable and proportionate mitigation plan to offset the significantly adverse impacts.
 |  |  |
| 1. If VLR-eligible or listed archaeological sites cannot be avoided or minimized to avoid a significant adverse impact, the impacts will be mitigated through archaeological data recovery.
 |  |  |
| 1. In addition to a standalone Mitigation Plan document, mitigation plan language must be included as an addendum to the operating plan.
 |  |  |
| 1. Design Certification – Design and installation must incorporate any requirements of the mitigation plan, as applicable. ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 9)

The application must include a certification stamped, signed, and dated by a professional engineer licensed in Virginia stating the project will incorporate any requirements of the mitigation plan that pertain to design and installation of the project, as applicable. See the Design Certification template attached to this checklist. |  |  |
| 1. Operating Plan ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 10)

The operating plan includes an explanation of short- and long-term construction, operational, and maintenance activities on and off site. This plan includes a description of how mitigation activities will be achieved for the life of the project if a mitigation plan is required. The mitigation plan should be incorporated into the operating plan or included as an addendum to the Plan. |  |  |
| 1. Site Plan & Context Map ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 11)

Note: Applicants are encouraged to submit site plans in multiple sheets to clearly demonstrate components required by the Regulation. |  |  |
| 11.a. Site Plan Requirements ([9 VAC 15-60-70](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section70/) A.): |  |  |
| 1. Show physical features, topography, and land cover of the area both before and after construction
 |  |  |
| 1. Boundaries and dimensions of the project site
 |  |  |
| 1. Location, height and dimensions of all existing and proposed PV systems, other structures, fencing, and all other infrastructure
 |  |  |
| 1. Location, grades, and dimensions of all temporary and permanent on-site access roads from nearest county or state-maintained road(s)
 |  |  |
| 1. Bodies of water, waterways, wetlands, and drainage channels
 |  |  |
| 1. For sites in nearshore waters: bathymetry; location and depth of underground cables, transmission lines, pipelines; navigational channels; beaches, marshes, other emergent terrestrial features.
 |  |  |
| 11.b. Context Map Requirements ([9VAC15-60-70](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section70/) B.) |  |  |
| 1. The project boundary plus a 5-mile radius
 |  |  |
| 1. State resource lands
 |  |  |
| 1. Federal resource land
 |  |  |
| 1. Other protected areas
 |  |  |
| 1. CAPZ
 |  |  |
| 1. Historic resources
 |  |  |
| 1. State roads
 |  |  |
| 1. Waterways
 |  |  |
| 1. Locality boundaries
 |  |  |
| 1. Forests, open space (may be indicated with aerial imagery)
 |  |  |
| 1. Transmission and Substation infrastructure
 |  |  |
| 12. Environmental Permit Certification ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 12) |
| * 1. Environmental permit certification should include local, state, and federal environmental permits required for the proposed project, including, but not limited to, erosion and sediment control, stormwater management, Virginia Water Protection (VWP) permits, U.S. Army Corps of Engineers Nationwide Permits, etc., and the status of the applicant’s application for each (applied for or obtained). See the Environmental Permit Certification template attached to this checklist.

The applicant should certify that they have applied for each permit by providing to DEQ the type of permit, the name and address of the permitting authority, name of the staff person to whom the application was addressed (if available), and the date on which the application was submitted.For purposes of this regulation, the term “applied for” all necessary environmental permits means that the applicant has submitted an application to the receiving authority for an environmental permit. |  |  |
| * 1. In cases when it is premature in the process to apply for permits, e.g., local erosion and sediment control and stormwater management permits, the applicant should provide DEQ copies of correspondence with the permitting official / agency describing what type of permit(s) will be required for the proposed project and the expected timeframe for obtaining those permits.
 |  |  |
| * 1. If the applicant has obtained environmental permits at the time of PBR application submission, the applicant should include copies of permits or approval letters to the Environmental Permit Certification.
 |  |  |
| 1. Utility Certification ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 13)

In accordance with [§ 10.1-1197.6](https://law.lis.virginia.gov/vacode/title10.1/chapter11.1/section10.1-1197.6/) H and I of the Code of Virginia, the Applicant must provide a certification signed by the applicant stating: |  |  |
| 13.a. The small solar energy project is being proposed, developed, constructed, or purchased by a person that is not a utility regulated pursuant to Title 56 of the Code of Virginia. See the Non-Utility Certification form template attached to this checklist. |  |  |
| 13.b. The (i) the project’s costs are not recovered from Virginia jurisdictional customers under base rates, a fuel factor charge, or a rate adjustment clause or (ii) the applicant is a utility aggregation cooperative formed under Article 2 [(§ 56-231.38](https://law.lis.virginia.gov/vacode/title56/chapter9.1/section56-231.38/) et seq.) of Chapter 9.1 of Title 56 of the Code of Virginia.  |  |  |
| 1. Public Review and Summary Report ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 14)
 |  |  |
| 14.a. 30-day Public Comment Period |  |  |
| 1. Public Notice Published once a week for two consecutive weeks in a major local newspaper of general circulation. The notice must include, per [9VAC15-60-90](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section90/):
 |  |  |
| Brief description of proposed project and location. |  |  |
| Approximate dimensions of site. |  |  |
| Approximate number and configuration of photovoltaic (PV) systems. |  |  |
| Approximate height of PV systems; statement of purpose of public participation. |  |  |
| Announcement of 30-day comment period. |  |  |
| Announcement of public meeting. |  |  |
| Local-to-project location and available hours for public inspection of application. |  |  |
| Contact information (name, email, phone number) for public comments and questions. |  |  |
| 14.b. An electronic copy of notice and copy of application submitted to DEQ by or before first initial notice published. |  |  |
| 14.c 30-day Public Comment Period1. Public must be provided at least 30 days to comment on technical and regulatory aspects of proposed project.
 |  |  |
| 1. Comment period shall NOT begin sooner than 15 days from the initial public notice publication date.
 |  |  |
| 14.d. Public MeetingMeeting held in location proximate to the location of proposed project; timing of meeting: not earlier than 15 days after beginning of 30-day public comment period and no later than seven days before close of 30-day public comment period |  |  |
| 14.e. Summary ReportAny interested parties that submit written comments during the public comment period or who signs in and provides oral comments at the public meeting will be deemed to have participated in the public process. Following the public meeting and public comment period, the applicant must prepare a report summarizing issues raised by the public and include any written comments received and the applicant’s response to those comments. The report must be included in the application package. |  |  |
| 1. Application Fee ([9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) A. 15)

Fee as defined in schedule outlined in section [9VAC15-60-110](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section110/) C received by DEQ at same time of application submission.Current as of November 2023:PBR application fee – by rated capacity:* >5 MW up to and including 25 MW = $8,000
* >25 MW up to and including 50 MW = $10,000
* >50 MW up to and including 75 MW = $12,000
* >75 MW up to and including 150 MW = $14,000

PBR modification fee as outlined in [9VAC15-60-100](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section100/) B. = $4,000 |  |  |

Sd

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information."

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Applicant Printed Name and Title*

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_***

*Applicant Signature Date*

**Small Renewable Energy Projects (Solar) Permit by Rule (PBR)**

**Notice of Intent Form (**[9VAC15-60-30](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section30/) **A. 1)**

*Send completed forms to DEQ via Amber Foster, Small Renewable Energy Permit by Rule Coordinator,* *amber.foster@deq.virginia.gov*

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]:  | Project Street Address:  |
| Project Locality (Town, City, or County):  | Project latitude and longitude in decimal degrees:  Circle one: project entrance or project centroid  |
| Proposed acres of land disturbance:  | Proposed project area (total acres):  |
| Proposed maximum rated power capacity in MWAC:   | Approximate number & dimensions of photovoltaic modules:  | Project is located on a [brownfield](https://www.deq.virginia.gov/our-programs/land-waste/land-remediation/brownfields): Circle one: YES / NO   |
| Applicant Name:  | Applicant Title:  |
| Applicant Mailing Address:  | Applicant Direct Telephone Number & Email Address:  |
| Developer Contact Name & Title:  | Developer Direct Telephone Number & Email Address:  |
| Owner Contact Name & Title:  | Owner Direct Telephone Number & Email Address:  |
| Owner registered legal business name and [Virginia State Corporation Commission Entity ID](https://cis.scc.virginia.gov/EntitySearch/Index):  |

**Small Renewable Energy (Solar) Permit by Rule**

**Local Governing Body Certification Form (**[**9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter100/section30/) **A. 2.)**

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]:  | Project Street Address:  |
| Proposed project area (total acres):  | Proposed acres of land disturbance:  | Project latitude and longitude in decimal degrees:  Circle one: project entrance or project centroid  |
| Applicant Contact Name:  | Applicant Title and Affiliation:  |
| Applicant Contact Mailing Address:    | Applicant Direct Telephone Number & Email Address:  |
| *The applicant or applicant’s representative is submitting an application for a small renewable energy (solar) permit by rule from the Virginia Department of Environmental Quality. In accordance with § 10.1 -1197.6 B 2 of the* Code of Virginia*, before such permit application can be considered complete, the applicant must obtain a certification from the governing body of the locality or localities in which the small renewable energy project will be located that the project complies with all applicable land use ordinances.*  **The undersigned requests that a responsible official of the local governing body sign the certification statement below. In addition, by signing below, the applicant affirms that he has also submitted this form to other localities, if any, in which the proposed project will be located.**  |
| Applicant signature:  | Signature Date:  |
| ***The undersigned local government representative certifies*** *that the proposed small renewable energy project complies with all applicable land use ordinances, as follows:* (Check one box below and include comments, if applicable)  |
|  The proposed facility **complies with** all applicable land use zoning and /or ordinances.  |
|  The proposed facility **does not comply** with all applicable land use zoning and /or  ordinances.Comments:   |
| Signature of authorized local government representative:  | Signature Date:  |

**Small Renewable Energy (Solar) Permit by Rule**

**Maximum Generation Capacity Certification (**[**9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter100/section30/) **A. 5.)**

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]: | Project Street Address and latitude and longitude point of entry or centroid (in decimal degrees): |
| Applicant / Owner Name: |
| Applicant Contact Name: | Applicant Contact Title and Affiliation: |
| Applicant Contact Mailing Address: | Applicant Direct Telephone Number & Email Address: |
| Applicant Contact signature: | Signature Date: |
| **Certification Requirement:** *The applicant or applicant’s authorized representative is submitting an application for a small renewable energy permit by rule (PBR) from the Virginia Department of Environmental Quality. In accordance with § 10.1 – 1197.6 of the* Code of Virginia*, before such permit application can be considered complete, a professional engineer licensed in the Commonwealth of Virginia must certify that the maximum generation capacity of the small solar energy facility does not exceed 150 megawatts in alternating current (MWAC).*The undersigned is professional engineer licensed in the Commonwealth of Virginia and certifies that the maximum rated power capacity for the project named above does not exceed 150 MWAC: |
| *Name of Certified Professional Engineer (Print):* |
| Professional Engineer: Please provide stamp, signature, and date. |   |

**Small Renewable Energy (Solar) Permit by Rule**

**Certification of Design Form (**[**9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter100/section30/) **A. 9.)**

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]: | Project Street Address and latitude and longitude point of entry or centroid (in decimal degrees): |
| Applicant / Owner Name: |
| Applicant Contact Name: | Applicant Contact Title and Affiliation: |
| Applicant Contact Mailing Address: | Applicant Direct Telephone Number & Email Address: |
| Applicant signature: | Signature Date: |
| **Certification Requirement:** *The applicant or applicant’s authorized representative is submitting an application for a small renewable energy permit by rule (PBR) from the Virginia Department of Environmental Quality (DEQ). In accordance with § 10.1 – 1197.6 B. 9. of the* Code of Virginia*, before such permit application can be considered complete, the applicant must furnish a certification signed by a professional engineer licensed in the Commonwealth of Virginia that the project design shall incorporate all requirements of the mitigation plan that pertain to design and installation of the small renewable energy project as named in this document.* The undersigned is professional engineer licensed in the Commonwealth of Virginia and certifies that the project named above is designed in accordance with [9VAC15-60-80](https://law.lis.virginia.gov/admincode/title9/agency15/chapter60/section80/). |
| *Name of Certified Professional Engineer (Print):* |
| Professional Engineer: Please provide stamp, signature, and date. |  |

**Small Renewable Energy (Solar) Permit by Rule**

**Environmental Permit Certification Form (**[**9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter100/section30/) **A. 12.)**

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]:  | Project Street Address and latitude and longitude point of entry or centroid (in decimal degrees):  |
| Applicant / Owner Name:  |
| Applicant Contact Name:  | Applicant Contact Title and Affiliation:  |
| Applicant Contact Mailing Address:  | Applicant Direct Telephone Number & Email Address:  |
| The applicant is submitting an application for a small renewable energy permit by rule from the Virginia DEQ. In accordance with § 10.1-1197.6 B 12 of the Code of Virginia, before such permit application can be considered complete, the applicant must certify that the small renewable energy project has applied for or obtained all necessary environmental permits.  List all state and local environmental permits that are necessary for the small renewable energy project listed above. Indicate for each whether the permit has been applied for and/or obtained. If the permit has been obtained, attach either a copy of the permit or a letter from the appropriate agency staff member on agency stationery stating that the permit has been issued and the date of issuance. * If a permit has not yet been obtained but has been applied for, provide the name of the permit, name and address of the receiving agency, name of the staff person at the receiving agency to whom the application was addressed, and the date on which the application was submitted.
* If a permit(s) has not yet been applied for through the appropriate agency, provide the type of permit(s) and/or authorization(s) required (e.g., land disturbance, wetlands, stormwater, erosion and sediment control, etc.) and the permit authority organization and authority contact person for each.
 |
|  **Permit Permitting**  | **Permitting Agency / Authority, Address, Contact Person**  |  **Application Submission Date**  | **Permit / Authorization Obtained Date**  |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
| I hereby certify that the information provided above (and any attached information) is correct and fulfills the requirements of § 10.1-1197.6 B 12 of the Code of Virginia and 9 VAC 15-40-30 A 12.  |
| Applicant / Owner Contact Signature:  | Signature Date:        |

**Small Renewable Energy (Solar) Permit by Rule**

**Non-Utility Certification Form (**[**9VAC15-60-30**](https://law.lis.virginia.gov/admincode/title9/agency15/chapter100/section30/) **A. 13.)**

|  |  |
| --- | --- |
| Project Name [Unique name that will be used in all correspondence & permit certification requirements]: | Project Street Address and latitude and longitude point of entry or centroid (in decimal degrees): |
| Applicant / Owner Name: |
| Applicant Contact Name: | Applicant Contact Title and Affiliation: |
| Applicant Contact Mailing Address: | Applicant Direct Telephone Number & Email Address: |
| *The applicant or applicant’s authorized representative is submitting an application for a small renewable energy permit by rule from the Virginia Department of Environmental Quality (DEQ). In accordance with § 10.1 -1197.6 H of the* Code of Virginia*, before such permit application can be considered complete, the* *applicant must certify the project is proposed, developed, constructed or purchase by a person that is NOT a utility regulated pursuant to Title 56 of the Code of Virginia.* |
| The undersigned is a responsible official for the proposed project and certifies that the project name above is proposed, developed, constructed or purchased by a person that is NOT a utility regulated pursuant to Title 56 of the Code of Virginia. |
| Applicant / Owner Contact Signature: | Signature Date: |

Document Updates:

* + - 1. 10/10/2024: Removed requirement to submit NOI 90 days prior to public comment period.