



## Solar Panels – Electrical Work Only Permit

This Checklist is intended to help provide the information and data needed for a complete application. A request for an Electrical Stand-Alone application requires approval by staff.

**Incomplete applications will not be accepted.**

### Digital Submission Requirements

The City of Taylor uses a digital review system called My Government Online (MGO) which requires certain digital submittal standards. You will need to create an account and place your request in MGO [www.mygovernmentonline.org](http://www.mygovernmentonline.org) . All communication for your project will be through this portal. For more detailed information and troubleshooting, please review the *MyGovernmentOnline* User Guide at: [Once link is available, it will go here](#) Or you can contact the MGO help desk at (866)957-3764 or send a message at <https://www.mygovernmentonline.org/#contactus> .

### Application Fee

Application fee will be assessed once the application is accepted. Fees must be paid at the time payment notification is made. Failure to pay the fee will cause the application to be incomplete and void in the system. The application fee schedule is available at: <https://www.ci.taylor.tx.us/DocumentCenter/View/6981/FY2022-23-Fee-Schedule?bidId=>

### Project Information

#### General Questions

Owner & Applicant information

Site Location

Electrical contractor contact information

Description of proposed works

Cost of project (\$)

#### Scaled Plans

**Site Plan** to show position of house, the street and north arrow

**Roof Plan** to show position of solar panels

**Structural Details** (racking & spacing) to show how solar panels attached to the roof

**Electrical plans** to include wire diagram, conductor table, branch details and labeling/placards

**Project details** to include input data, output data, efficiency and mechanical data of the system to be installed

#### Supporting Documents

	Contractor needs to be registered with the City of Taylor. If contractor is not registered, the permit will not be issued.
	If the proposed work is to be done by the homeowner. Evidence of a Homestead exemption for the property will need to be submitted.
	Fee

<b>City of Taylor Contact</b>
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Development Services	512-352-3675 Option 3	development.services@taylortx.gov
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