

**(Notice of Intent for Solar Energy Project—"de minimis" Section 130 projects)**

**COMPANY LETTERHEAD**

[Date]

Ms. Mary E. Major  
Department of Environmental Quality  
P. O. Box 1105  
Richmond, VA 23218  
[mary.major@deq.virginia.gov](mailto:mary.major@deq.virginia.gov)

Dear Ms. Major:

On behalf of **[company/applicant]**, I am providing notice to the Department of Environmental Quality of our intention to construct a small renewable energy project (solar) in **[city/county]**, Virginia, pursuant to Virginia Regulation 9VAC15-60-130.B. This project will be subject to provision 9VAC15-60-130.B because the rated capacity of the project will be **[a number equaling 5 megawatts or less]**.

**[Applicant should provide a brief description of the proposed project and its location, including the approximate dimensions of the site, approximate number of solar panels, and other key characteristics.]**

Attached to this letter, please find a certification by **[governing body of the locality or localities wherein the project will be located]** that the project complies with all applicable land use ordinances.

If the Department has questions regarding this project, please contact **[name]** at **[email address and telephone number]**.

Sincerely yours,

**[name]**  
**[title]**

**[Note: Brackets indicate where applicant should provide project-specific information.]**