EV Charging Permit Checklist

THIS CHECKLIST MUST BE COMPLETELY FILLED OUT TO HELP EXPEDITE THE PERMITTING AND USE OF ELECTRIC VEHICLE CHARGING.

This checklist is a supplement to the Building Permit Application. In addition to the Building Permit Application, please provide the following information related to Electric Vehicle Supply Equipment (EVSE) and Electric Vehicle Charging Stations (EVCS). This checklist contains the technical aspects of EVSE installations and is intended to expedite permitting and the use for electric vehicle charging. Upon verification that this checklist is complete and accurate, and upon payment of applicable fees, a permit will be issued to the applicant. However, if it is determined that the installation might have a specific adverse impact on public health or safety, additional verification will be required before a permit can be issued. This checklist substantially follows the "Plug-In Electric Vehicle Infrastructure Permitting Checklist" contained in the Governor's Office of Planning and Research "Zero Emission Vehicles in California: Community Readiness Guidebook."

Project Address:

Project Type:

☐ Single-Family ☐ Multi-Family (Apartment) ☐ Multi-Family (Condominium)

☐ Non-Residential (Single Business) ☐ Non-Residential (Multi-Businesses)

☐ Mixed-Use ☐ Parking Lot or Public Right-of-Way

Number of EVCS to be Installed at each location:

Garage _____ Parking Level(s) _____ Parking Lot _____ Street Curb _____

EVCS Charging Level: ☐Level 1 (120V) ☐Level 2 (240V) ☐Level 3 (480V)

Maximum Rating (Nameplate) of EVSE = _____ kW Voltage

EVSE Voltage = _____ V

Manufacturer of EVSE: _____

Mounting of EVSE: ☐Wall Mount ☐Pole Pedestal Mount ☐Other _____

EVCS Charging Level: ☐Level 1 (120V) ☐Level 2 (240V) ☐Level 3 (480V)

Maximum Rating (Nameplate) of EVSE = _____ kW Voltage

EVSE Voltage = _____ V

Manufacturer of EVSE: _____

Location of EVSE: ☐Wall Mount ☐Pole Pedestal Mount ☐Other _____

EVSC mounted on combustible walls will require prior approval from the fire authority having jurisdiction.

System Voltage: ☐120/240V,1ϕ 3 Wire ☐120/208V, 3ϕ, 4 Wire
☐120/240V, 3ϕ, 4 Wire ☐277/480V, 3ϕ, 4 Wire

Other _____

Rating of Existing Main Electrical Service Equipment = _____

Amperes Rating of Panel Supplying EVSE (if not directly from Main Service) = __ Amps Rating of Circuit for

EVSE: _____ Amps / _____ Poles

AIC Rating of EVSE Circuit Breaker (if not Single Family, 400A) = _____ A.I.C. (or verify with Inspector in field)

Specify either Connected, Calculated or Documented Demand Load of Existing Panel: Connected Load

of Existing Panel Supplying EVSE = _____ Amps

Calculated Load of Existing Panel Supplying EVSE = _____ Amps

Demand Load of Existing Panel or Service Supplying EVSE = _____ Amps
(Provide Demand Load Reading from Electric Utility)

Total Load (Existing plus EVSE Load) = _____ Amps

For Single Family Dwellings, if Existing Load is not known by any of the above methods, then the Calculated Load may be estimated using the “Single-Family Residential Permitting Application Example” in the Governor’s Office of Planning and Research “Zero Emission Vehicles in California: Community Readiness Guidebook” https://www.opr.ca.gov

EVSE Rating _____ Amps x 1.25 = _____ Amps

Minimum Ampacity of EVSE Conductor = # _____ AWG

For Single-Family: Size of Existing Service Conductors = # _____ AWG or kcmil

or: Size of Existing Feeder Conductor Supplying EVSE Panel = # _____ AWG or kcmil

I hereby acknowledge that the information presented is a true and correct representation of existing conditions at the job site and that any causes for concern as to life-safety verifications may require further substantiation of information.

Signature of Permit Applicant: _____ Date:_____