



Land Use Services Department Building and Safety Division

Eligibility Checklist for Expedited Electric Vehicle Charging Station Permit: Non-Residential Buildings and Facilities

Type of Charging Station(s)	Power Levels (proposed circuit rating)	Check one
Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	
Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps	
Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps	
Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps	
Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps	
Other (provide detail): _____	Provide rating: _____	

Permit Application Requirements:

A. Does the application include EVCS manufacturer's specs and installation guidelines?	Y	N
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Electrical Load Calculation Worksheet:

A. Is an electrical load calculation worksheet included? (CEC 220)	Y	N
B. Based on the load calculation worksheet, is a new electrical service panel upgrade required?	Y	N
1) If yes, do plans include the electrical service panel upgrade?	Y	N
C. Is the charging circuit appropriately sized for a continuous load of 125%?	Y	N
D. If charging equipment proposed is a Level 2 – 9.6 kW station with a circuit rating of 50 Amps or higher, is a completed circuit card with electrical calculations included with the single line diagram?	Y	N

Site Plan and Single Line Drawing:

A. Is a site plan and separate electrical plan with a single-line diagram included with the permit application?	Y	N
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.29 (D)) , is a mechanical plan included with the permit application?	Y	N
B. Is the site plan fully dimensioned and drawn to scale?	Y	N
1) Showing location, size, and use of all structures	Y	N
2) Showing location of electrical panel to charging system	Y	N
3) Showing type of charging system and mounting	Y	N

Compliance with the California Electrical Code:

A. Does the plan include EVCS manufacturer's specs and installation guidelines?	Y	N
B. Does the electrical plan identify the amperage and location of existing electrical service panel?	Y	N
1) If yes, does the existing panel schedule show room for additional breakers?	Y	N
C. Is the charging unit rated more than 60 amps or more than 150V to ground?	Y	N
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS. (CEC 625.23)	Y	N
D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark? (UL 2202/UL 2200)	Y	N
E. If trenching is required, is the trenching detail called out?	Y	N
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	Y	N
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	Y	N

Compliance with the California Green Building Standards Code (CGBSC):

A. Do the CAL Green EV Readiness installation requirements apply to this project?	Y	N
1) Do the plans demonstrate conformance with CGBSC Table 5.106.5.3.3 for the minimum required number of charging spaces?	Y	N
2) Do the construction plans comply with the design requirements set forth in CGBSC 5.106.5.3.1 for single charging spaces or CGBSC 5.106.5.3.2 for multiple charging spaces?	Y	N

Compliance with California Building Code, Chapter 11-B for Accessibility Features:

B. Do the plans clearly depict all required accessible EVCS features for the disabled?	Y	N
1) Do the plans identify the correct number and type of accessible EVCS stalls required in accordance with Table 11B-228.3.2.1?	Y	N
2) Do the plans detail compliance with the accessible EVCS features required by 11B-812 and Figure 11B-812.9?	Y	N

Notes: This criteria is intended for an expedited EVCS permitting process. If any items are checked NO, please revise plans to fit within the eligibility checklist; otherwise the permit application may go through the standard plan review and approval process. Plan review commences once invoiced fees are paid and turnaround times are 15 business days.

Electrical plans shall be completed, stamped and signed by a California Licensed Electrical Engineer or a C-10 or C-46 electrical contractor.

Applicants should submit for an electrical record via EZ Online Permitting at the following website: <http://wp.sbcounty.gov/ezop/>.

Project Address: _____

Applicants Printed Name: _____

Applicant Signature: _____

Contractor's License Number and type: _____ - _____