The following list includes all requirements that must be met to qualify for the “Expedited Electric Vehicle Charging Station Review” process. A copy of this list will be used to check your application for completeness after it is submitted. If your application is not complete, a list of corrections will be returned to you. Any omissions or erroneous information could delay the processing of your application.

- Completed Building Permit Application form.
- Payment of permit fees as established by the master fee schedule.
- Three (3) sets of project plans, legible and drawn to scale.

General Requirements:
- Electric vehicle supply equipment (EVSE) shall comply with applicable sections of the California Electric Code (CEC) and National Electrical Code (NEC); including Article 625.
- EVSE meets UL requirements and is listed by UL or another nationally recognized testing laboratory.
- EVSE has an appropriate NEMA rated enclosure (NEC 110.28) and the wiring method complies with NEC 625.9(A) through (F).
- Verify the level or charger meets customer’s PEV requirements; most vehicles require the maximum of a 240V/32A (40A breaker).
- Based on proposed EVSE location, determine if cord length will reach a vehicle’s charging inlet without excessive slack and does not need to be more than 25’ in length (NEC 625.17).
- Ensure functionality of lighting in the garage to meet NEC code 210-70.
- Install wall or pole-mount stations and enclosures at a height between 36” and 48”. Verify the connector at a height between 36” and 48” from the ground (NEC 625.29) unless otherwise indicated by the manufacturer.
- Ensure sufficient space exists around electrical equipment for safe operation and maintenance (NEC 110.26); recommended space is 30” wide, 3’ deep and 6’6” high.
- Equipment operating above 50 volts must be protected against physical damage (NEC 110.27); ensure the vehicle is out of the line of vehicle travel and use wheel stops or other protective measures.
- EVSE must be located such that ADA routes maintain a pathway of 36” at all times.
- EVSE must meet requirements for installation sites and types of wiring per Chapter 3 of the NEC. Conductors should be sized to support 125% of the rated equipment load (NEC 625.21)

Design and Installation Requirements
- All EVSE design and installation are in conformance with the criteria contained within the latest version of the “Plug-In Electrical Vehicle Infrastructure Permitting Checklist” of the “Zero-Emission Vehicles in California: Community Readiness Guidebook” published by the Governor’s Office of Planning and Research.