Community Development Department
Building Safety Division
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Eligibility Checklist for Expedited Electric Vehicle Charging Station Multi-Unit Dwelling Permitting

This checklist is provided to determine if your application is eligible for expedited EVCS processing. If any item is checked NO, revise design, otherwise application must go through standard review process.

Type of Charging Station(s) Proposed	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	○
DC Fast Charging	440 or 480 VAC	○
Other (provide detail)	Provide ratings	○

PERMIT APPLICATION

A.	Is the application complete with the following information: Project address, parcel #, builder/owner name, contractor name, valid contractor license #, phone numbers etc.	○ Y	○ N
B.	Does the application include EVCS manufacturer's specs and installation guidelines	○ Y	○ N

ELECTRIC 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 (125%)	○ Y	○ N
D.	If charging equipment proposed is a Level 2 - 9.6kW 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 & SINGLE LINE DRAWING

A.	Is a site plan and 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
C.	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 2013 CALIFORNIA ELECTRCIAL CODE (TITLE 24, PART 3)

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
	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 of minimum cover requirements for wiring methods or circuits (18" for direct burial per CEC 300)	○ Y	○ N

COMPLIANCE WITH 2013 MANDATORY CALGREEN CODE FOR NEW CONSTRUCTION

A.	Do CAL Green EV Readiness installation requirements apply to this project	○ Y	○ N
	1) Should be identified during plan review. (4.106.4.1 &4.106.4.1.1)		
	2) Do the plans demonstrate conformance with mandatory measures for 3% of total parking spaces, but no less than one, for new multifamily dwellings with 17+ units that must be EV capable	○ Y	○ N

* **2016 CAL Green proposed mandatory requirements** for new construction include measures for 5% of total parking spaces, but no less than one, for new multifamily dwellings with 17+ units that must be EV capable (effective January 1, 2017)