



RESIDENTIAL & NON-RESIDENTIAL CHECKLIST PERMITTING ELECTRIC VEHICLE SERVICE EQUIPMENT (EVSE)

Please complete the following information related to permitting and installation of Electric Vehicle Service Equipment (EVSE) as a supplement to the application for a building permit. This checklist contains the technical aspects of EVSE installations and is intended help expedite permitting and use for electric vehicle charging.

Upon this checklist being deemed complete, a permit shall 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"* and is purposed to augment the guidebook's checklist.

Job Address:	Permit #:
Project Type	
<input type="checkbox"/> Single-Family	<input type="checkbox"/> Commercial (Single Business)
<input type="checkbox"/> Multi-Family (Apartment)	<input type="checkbox"/> Commercial (Multi-Businesses)
<input type="checkbox"/> Multi-Family (Condominium)	<input type="checkbox"/> Mixed-Use
	<input type="checkbox"/> Public Right-of-Way
Location and Number of EVSE to be Installed:	
Garage: ____	Parking Level(s): ____
Parking Lot: ____	Street Curb: ____
Description of Work:	

Applicant Name:	
Applicant Phone & email:	
Contractor Name:	License # & Type:
Contractor Phone & email:	
Owner Name:	
Owner Phone & email:	

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EVSE Charging Level:		
<input type="checkbox"/> Level 1 (120V)	<input type="checkbox"/> Level 2 (240V)	<input type="checkbox"/> Level 3 (480V)
Maximum Rating (Nameplate) of EV Service Equipment = _____ kW		
Voltage EVSE = _____ V	Manufacturer of EVSE: _____	
Mounting of EVSE:		
<input type="checkbox"/> Wall Mount	<input type="checkbox"/> Pole Pedestal Mount	<input type="checkbox"/> Other _____

System Voltage:		
<input type="checkbox"/> 120/240V, 1 ϕ , 3W	<input type="checkbox"/> 120/208V, 3 ϕ , 4W	<input type="checkbox"/> 120/240V, 3 ϕ , 4W
<input type="checkbox"/> 277/480V, 3 ϕ , 4W	<input type="checkbox"/> Other _____	
Rating of Existing Main Electrical Service Equipment = _____ Amps		
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. <i>(or verify with Inspector in field)</i>		

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 <i>(Provide Demand Load Reading from Electric Utility)</i>
Total Load (Existing plus EVSE Load) = _____ Amps	

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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 Type/Size of EVSE Conductor = # _____ AWG Conductor Type: _____

For Single-Family:

Size of Existing Service Conductors: # _____ AWG/kcmil; **or**

Size of Existing Feeder Conductor Supplying EVSE: # _____ AWG/kcmil

Conductor Type: _____

(or Verify with Inspector in field)

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