



ELECTRIC VEHICLE SERVICE EQUIPMENT (EVSE) PERMIT APPLICATION

a request to install electric vehicle charging stations.

JOB ADDRESS

DATE

APPLICATION NO. (STAFF USE ONLY):

Applicant (primary contact)	Name		Phone		
	Address		Unit	City	
	State	Zip	Email		
Property Owner	Name		Phone		
	Address		Unit	City	
	State	Zip	Email		
Contractor	Contact Name		Company Name		Phone
	Address		City	State	Zip
	Email		City Business License No.	CA Contractor's License No.	Classification

APPLICATION SUBMITTAL REQUIREMENTS

- Application & Fees**
Application and payment of fees. An application that is incomplete or inconsistent with plans is subject to not being accepted by the City.
- Project Plans & Supporting Documents**
Project plans that include:
 - Site plan and floor plans;
 - Single-line diagram;
 - Manufacturer's equipment specifications and installation instructions; and
 - Electrical service load calculations for entire building, including EV unit(s); or energy management switch details
- Eligibility Checklist**
Completed Eligibility Checklist for Expedited Permitting of Electric Vehicle Service Equipment.

Project Description	Include description of size, location, and number of EVSE proposed:	Project Valuation:

I certify that I have read and fully understand the detailed requirements of this application, and state under penalty of perjury, under the laws of the State of California, that the above information, associated eligibility worksheet, and project plans are true and correct and that any causes for concern as to life-safety verifications may require further substantiation. I agree to comply with all City, county, and state laws and ordinances related to building construction and hereby authorize representatives of the City and county to enter upon the above-mentioned property for inspection purposes. I realize that this application is a permit request and it does not authorize the work specified herein. Further, neither the City nor any board, department officer, or employee thereof make any warranty nor shall be responsible for the performance, or results of any work described herein.

ROLE OF THE UNDERSIGNED IS (CHECK ONE): OWNER CONTRACTOR OTHER _____

Name _____ Signature _____ Date _____

STAFF USE ONLY

Permit Specialist		Building & Safety	City Planning	Mobility	Fire
Date	Amount				



Eligibility Worksheet for Expedited Permitting of Electric Vehicle Service Equipment (EVSE)

JOB ADDRESS **Associated Building Permit No. (if any)**

Contractor Completing Worksheet <small>(if different from Contractor on EVSE application)</small>	Name	Company
	Address	City, State, Zip
	Phone	Email
	California Contractor's License No.	Classification

PROPERTY TYPE

Residential	Commercial	Other
<input type="checkbox"/> Single-Family	<input type="checkbox"/> Single Business Property	<input type="checkbox"/> Public Right-of-Way
<input type="checkbox"/> Multi-Family (Apartment)	<input type="checkbox"/> Multi-Business Property	<input type="checkbox"/> Other _____
<input type="checkbox"/> Multi-Family (Condominium)	<input type="checkbox"/> Mixed-Use (Residential & Comm.)	

EVSE SPECIFICATIONS

<p style="text-align: center;"><u>CHARGING LEVEL</u></p> <input type="checkbox"/> Level 1 (120V) <input type="checkbox"/> Level 2 (240V) <input type="checkbox"/> Level 3 (480V)	<p style="text-align: center;"><u>MOUNTING TYPE</u></p> <input type="checkbox"/> Wall Mount <input type="checkbox"/> Pole Pedestal Mount <input type="checkbox"/> Other _____	Max. Rating (Nameplate) = _____ kW Voltage = _____ V Manufacturer: _____
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SERVICE PANEL SPECIFICATIONS

<p style="text-align: center;"><u>SYSTEM VOLTAGE</u></p> <input type="checkbox"/> 120/240V, 1φ, 3W <input type="checkbox"/> 120/208V, 3φ, 4W <input type="checkbox"/> 120/240V, 3φ, 4W <input type="checkbox"/> 277/480V, 3φ, 4W <input type="checkbox"/> Other _____	Existing Main Electrical Service Equipment Rating _____ Amperes Panel Rating Supplying EVSE (if not direct from Main Service) = _____ Amps Circuit Rating for EVSE: _____ Amps / _____ Poles AIC Rating of EVSE Circuit Breaker (if not Single-Family, 400A) = _____ AIC (or verify with inspector on-site)
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PANEL LOADS

Specify below the connected, calculated, or documented demand load of existing panel (please select one):

- Connected Load of Existing Panel Supplying EVSE = _____ Amps
(Provide a listing of all equipment drawing electricity from panel)
- Calculated Load of Existing Panel Supplying EVSE = _____ Amps
(Provide demand calculations per C.E.C. 220)
- Demand Load of Existing Panel or Service Supplying EVSE = _____ Amps or kW
(Provide utility bill for last 12 months from electric utility company)

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' at <https://www.opr.ca.gov>

CONNECTIONS

EVSE Rating _____ Amps X 1.25 = _____ Amps =

Minimum Ampacity of EVSE Conductor = # _____ AWG

For Single-Family Dwellings:

Size of Existing Service Conductors = # _____ AWG or kcmil; **OR**

Size of Existing Feeder Conductor Supplying EVSE Panel = # _____ AWG or kcmil
(or verify with inspector on-site)