



Economic & Community Development Department Building Division

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<http://www.ci.azusa.ca.us>

Eligibility Checklist for Expedited Electric Vehicle Charging Station Permit: Single Family Dwellings

| 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 | <input type="checkbox"/> |
| Level 2 - 3.3 kilowatt (kW) (low) | 208/240 VAC at 20 or 30 Amps | <input type="checkbox"/> |
| Level 2 – 6.6kW (medium) | 208/240 VAC at 40 Amps | <input type="checkbox"/> |
| Level 2 – 9.6kW (high) | 208/240 VAC at 50 Amps | <input type="checkbox"/> |
| Level 2 – 19.2kW (highest) | 208/240 VAC at 100 Amps | <input type="checkbox"/> |
| Other (provide detail): _____ | Provide rating: _____ | <input type="checkbox"/> |

Permit Application Requirements:

| | | |
|--|----------------------------|----------------------------|
| A. Does the application include EVCS manufacturer's specs and installation guidelines? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
|--|----------------------------|----------------------------|

Electrical Load Calculation Worksheet:

| | | |
|---|----------------------------|----------------------------|
| A. Is an electrical load calculation worksheet included? (CEC 220) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Based on the load calculation worksheet, is a new electrical service panel upgrade required? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If yes, do plans include the electrical service panel upgrade? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| C. Is the charging circuit appropriately sized for a continuous load of 125%? | <input type="checkbox"/> Y | <input type="checkbox"/> 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? | <input type="checkbox"/> Y | <input type="checkbox"/> 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? | <input type="checkbox"/> Y | <input type="checkbox"/> 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? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Is the site plan fully dimensioned and drawn to scale? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) Showing location, size, and use of all structures | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 2) Showing location of electrical panel to charging system | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 3) Showing type of charging system and mounting | <input type="checkbox"/> Y | <input type="checkbox"/> N |

Compliance with the 2016 California Electrical Code:

| | | |
|---|----------------------------|----------------------------|
| A. Does the plan include EVCS manufacturer's specs and installation guidelines? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| B. Does the electrical plan identify the amperage and location of existing electrical service panel? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) If yes, does the existing panel schedule show room for additional breakers? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| C. Is the charging unit rated more than 60 amps or more than 150V to ground? | <input type="checkbox"/> Y | <input type="checkbox"/> 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) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark? (UL 2202/UL 2200) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| E. If trenching is required, is the trenching detail called out? | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225) | <input type="checkbox"/> Y | <input type="checkbox"/> N |
| 2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300) | <input type="checkbox"/> Y | <input type="checkbox"/> 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 the day after submittal with up to 3 business days for qualifying expedited projects and up to 10 business days for all other EVCS projects.

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

Project Address: _____

Applicant Signature: _____

Applicants Printed Name: _____

Contractor's License Number and type: _____ - _____