

Mono County Community Development

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Building Division

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Electric Vehicle Charging Station Permit Eligibility Checklist for Expedited Electric Vehicle Charging Station Permit

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

Upon completion and approval of this checklist, 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, up to and including a conditional use permit, 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.

Where electric vehicle charging stations (EVCS) are provided, EVCS shall be provided in accordance with [Section 11B-228.3](#) of the California Building Code.

Job Address & APN:	Permit No. <small>(Completed by Building Division)</small>
<input type="checkbox"/> Single-Family <input type="checkbox"/> Multi-Family (Apartment) <input type="checkbox"/> Multi-Family (Condominium) <input type="checkbox"/> Commercial (Single Business) <input type="checkbox"/> Commercial (Multi-Businesses) <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 Phone & email:	
Applicant Name:	
Applicant Phone & email	
Contractor Name:	License Number & Type: Mono County Business License Number:
Contractor Phone & email:	
Owner Name:	
Owner Phone & email:	

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 = _____ Amperes
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. (or verify with Inspector in field)

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
(Provide Demand Load Reading from Electric Utility)

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” <https://www.opr.ca.gov>

EVSE Rating _____ Amps x 1.25 = _____ Amps = Minimum Ampacity of
EVSE Conductor = # _____ AWG

For Single-Family: Size of Existing Service Conductors = # _____ AWG or kcmil
- or - : Size of Existing Feeder Conductor
Supplying EVSE Panel = # _____ AWG or kcmil
(or Verify with Inspector in field)

Mono County Dark Sky Ordinance:

In order to protect the County’s night sky resource, the County encourages applicants to comply with Mono County General Plan, Land Use Element, Chapter 23, Dark Sky Regulations by utilizing downward directed and shielded lighting and avoiding internal backlighting (including neon tubing) for proposed projects. Dark sky compliant lighting is a simple design feature that can be implemented with minimal expense, complication, and without impact to the project timeline.

Attestation:

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.

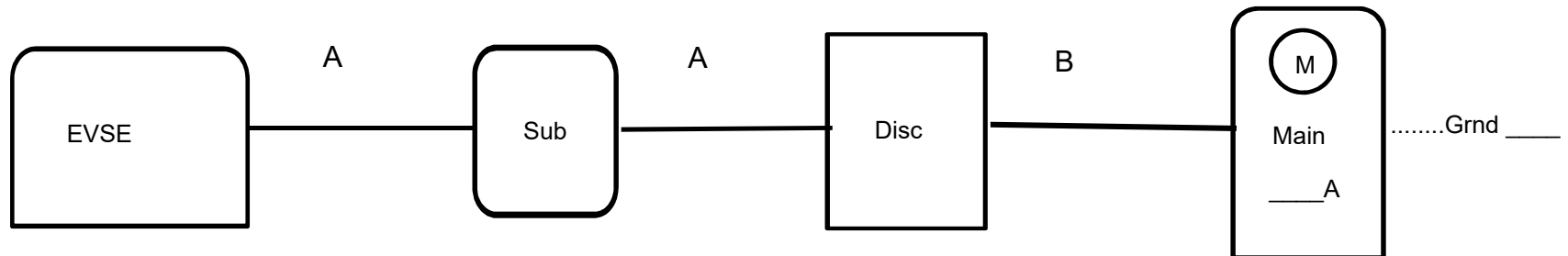
Signature of Permit Applicant: _____ Date: _____

Electric Vehicle Service Equipment Line Diagram

Equipment

EVSE Manufacturer: _____ / Mod#: _____
 Wall Mount or Pedestal: _____
 Sub Panel Y / N Manufacturer: _____ / Amps: _____ / Breaker: _____
 Disconnect: Y / N Manufacturer: _____ / Amps: _____
 Main Manufacturer: _____ / Mod# _____
 rating: _____ A / Breaker: _____

Notes

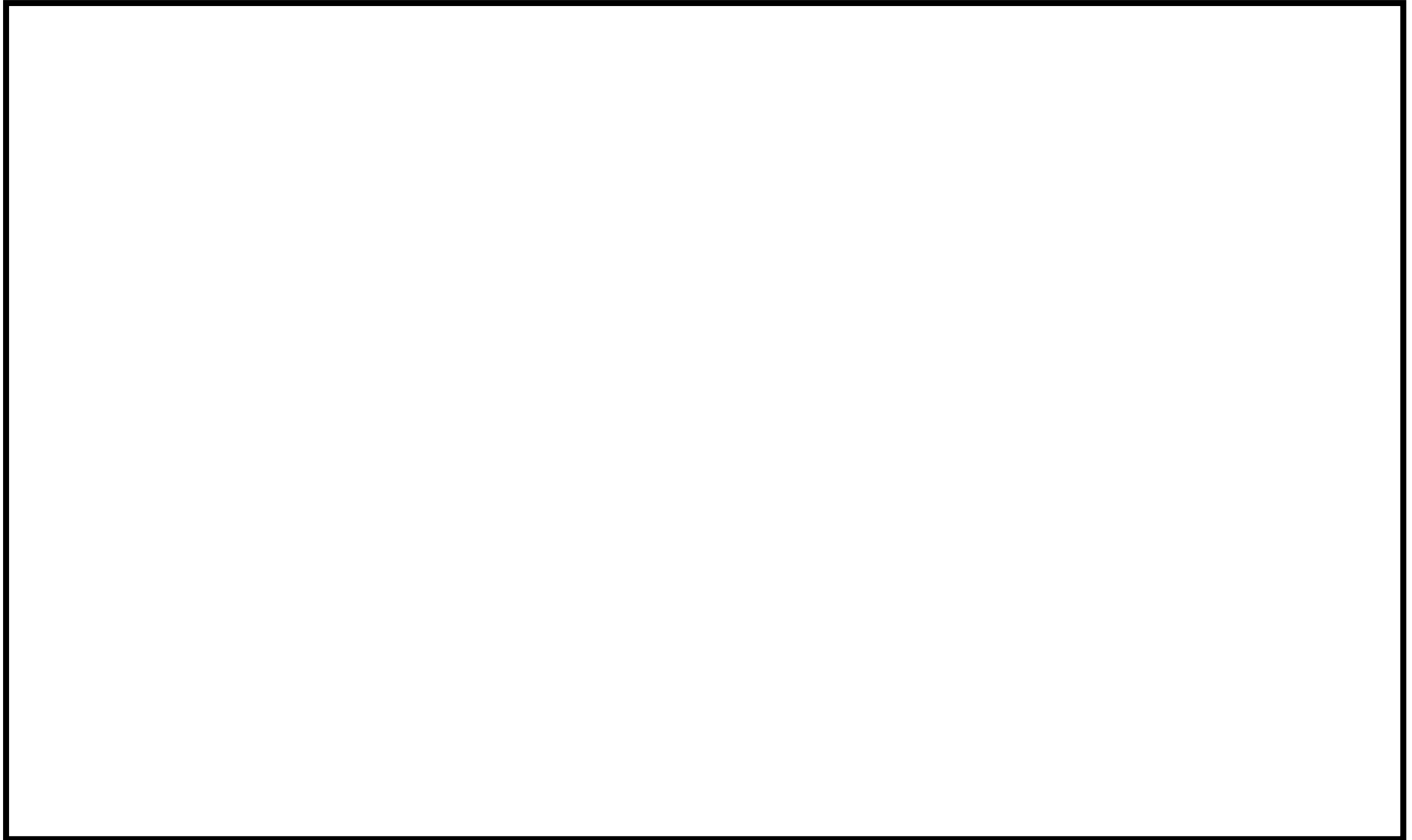


	Conductor size	Conductor type	Conduit size	Conduit type	EGC Size	EGC Type
A =	_____ /	_____ /	_____ /	_____ /	_____ /	_____
B =	_____ /	_____ /	_____ /	_____ /	_____ /	_____

Items required: Equipment model, manufacturer and rating. Wire and conduit size. Equipment grounding

EVSE SITE PLAN

Site plan for Electric Vehicle Service Equipment



Items required: Location of EVSE, Structures, Electrical circuits and equipment, Parking if used for vehicle charging, property lines with setback measurements shown in feet.