COMMUNITY & ECONOMIC DEVELOPMENT
Building and Safety Division

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*Equal Opportunity Employer*

# CHECKLIST FOR ELECTRICAL VEHICLE CHARGING SYSTEMS

**Required forms:**

- □ **Completed Application**
- □ **Electrical Service Load Calculations**
- □ **Equipment Manufacturer's Installation Instructions**
- □ **Site Plan and Layout for location**

**Use of Building Area**

**□ Single Family □ Multi-family □ Commercial (Single Business) □ Commercial (Multi Businesses)**
**□ Mixed-Use □ Public Right of Way**

**Location and Quantity of EVSE to be Installed**
**Garage_____Parking Levels_____Parking Lot_____Street Curb _____**
**PROVIDE ON LAYOUT/SITE PLAN**

**Electronic Submittal Requirements**

- □ **PDF files of forms listed above**
- □ **Email all PDF files to Permits@countyofmerced.com**

## Eligibility Checklist for Expedited Electrical Vehicle Charging Station Permit

*(*Please complete a Permit Submittal Application in addition to this checklist)*

| Type of Charging Station(s) | Power Levels (proposed circuit rating) | Check one |
|---|---|---|
| Level 1 | 110/120 volt alternating current (VAC) at 15 or 20Amps | ☐ |
| Level 2 – 3.3 kW (low) | 208/240 VAC at 20 or 30 Amps | ☐ |
| Level 2 – 6.6 kW (medium) | 208/240 VAC at 40 Amps | ☐ |
| Level 2 – 9.6 kW (high) | 208/240 VAC at 50 Amps | ☐ |
| Level 2 – 192 kW (highest) | 208/240 VAC at 100 Amps | ☐ |
| Other (Provide Detail): _____ | Provide Rating: _____ _____ | ☐ |

**Permit Application Requirements:**

| | | |
|---|---|---|
| A. Does the application include EVCS manufacturer's specs and installation guidelines? | Y ☐ | N ☐ |

**Electrical 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 of 125%? | Y ☐ | N ☐ |
| D. If changing equipment proposed is a Level 2 – 9 kW station with a circuit rating of 50 Amps or higher, is a completed panel schedule with electrical calculations included with the single line diagram? | Y ☐ | N ☐ |

**Site Plan-Floor Plan and Single Line Drawing:**

| | | |
|---|---|---|
| A. Is a site plan (Commercial only), floor plan and separate 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 (**625.52**), is mechanical plan included with the permit application? | Y ☐ | N ☐ |
| B. Is the site plan fully dimensioned and drawn to scale? (Commercial only) | 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 ☐ |
| 4) Is the project located in the 100 year flood plain? | Y ☐ | N ☐ |

**Compliance with the 2022 California Electrical Code:**

| | | |
|---|---|---|
| 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 ☐ |
| 1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS? (**CEC 625.43**) | Y ☐ | N ☐ |
| D. Does the charging equipment have a Nationally Recognized 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 with minimum cover requirements for wiring methods or circuits? (18" for direct burial per **CEC 300**) | Y ☐ | N ☐ |

**Compliance with the 2022 California Green Building Standards Code (CGBSC):**

| | | |
|---|---|---|
| A. Does the CAL Green EV Readiness installation requirements apply to this project? | Y ☐ | N ☐ |
| 1) Do the plans demonstrate conformance with **CGBSC Table 5.106.5.3.3** for the minimum required number of charging spaces? | Y ☐ | N ☐ |
| 2) Do the construction plans comply with the design requirements set forth in **CGBSC 5.106.5.31** for single charging spaces of **CGBSC 5.106.5.3.2** for multiple charging spaces? | Y ☐ | N ☐ |

**Compliance with the 2022 California Building Code, Chapter 11-A/B Accessibility Features:**

| | | |
|---|---|---|
| A. Do the plans clearly depict all required accessible EVCS features for the disabled? | Y ☐ | N ☐ |
| 1) Do the plans identify the correct number and type of accessible EVCS stalls required in accordance with **Table 11B-228.3**? | Y ☐ | N ☐ |
| 2) Do the plans detail compliance with the accessible EVCS features required by **11B-812** and **Figure 11B-812.9?** | Y ☐ | N ☐ |

**EVSE Location and Metering**

Proposed EVSE location may not be located over any underground utility facilities, equipment, and/or infrastructure. Also, a dedicated meter may be required on any EVSE.

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. I also acknowledge that nothing herein shall modify or remove my obligation as a permit applicant, owner, or operator of an electric vehicle charging station to comply with any electric utility's reasonable and feasible safety, reliability, and engineering interconnection policies.

Signature of Permit Applicant:_____ Date: _____