

CITY OF COMMERCE RESIDENTIAL AND NON-RESIDENTIAL CHECKLIST FOR PERMITTING ELECTRIC VEHICLES AND 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 to 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 No.	
☐ Single-Family ☐ Multi-Family (Apartment) ☐ N	Multi-Family (Condominium)	
☐ Commercial (Single Business) ☐	Commercial (Multi-	
Businesses)		
☐ Mixed-Use ☐ Public Right-of-Way		
Location and Number of EVSE to be Installed:		
Garage Parking Level(s) Parking Lo	t Street Curb	
Description of Work:		

Applicant Name:		
Applicant Phone & email:		
Contractor Name:	License Number & Type:	
Contractor Phone & email:		
Owner Name:		
Owner Phone & email:		
EVSE Charging Level: Level 1 (120) (480V)	/)	
Maximum Rating (Nameplate) of EV Service Equipment = kW		
Voltage EVSE = V Manufacturer of EVSE:		
Mounting of EVSE: ☐ Wall Mount ☐ Pole Pedestal Mount ☐ Other		
System Voltage:		
□ 120/240V, 1ф, 3W □ 120/208V, 3ф, 4W □ 120/240V, 3ф, 4W		
□ 277/480V, 3φ, 4W □ 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	1
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)	
I hereby acknowledge that the information presented is a true and correct representat of existing conditions at the job site and that any causes for concern as to life-saf verifications may require further substantiation of information.	
Signature of Permit Applicant: Date:	