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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 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: | Permit No. |
| <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 Name: | |
| Applicant Phone & email: | |
| Contractor Name: | License Number & Type: |
| 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

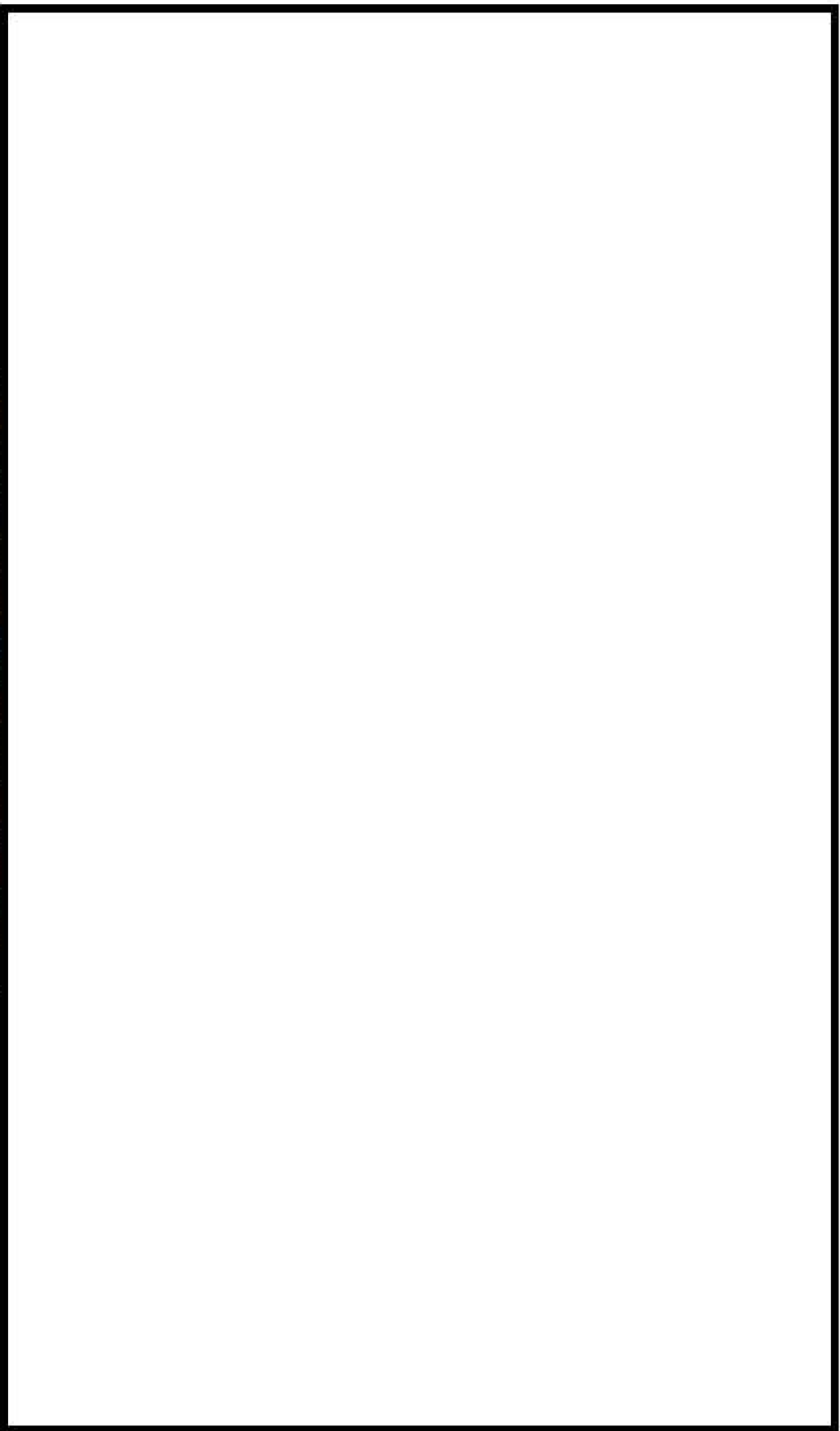
For Single-Family: Size of Existing Service Conductors = # _____ AWG or kcmil -
or - : Size of Existing Feeder Conductor
Supplying EVSE Panel = # _____ AWG or kcmil
(or Verify with Inspector in field)

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: _____

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.

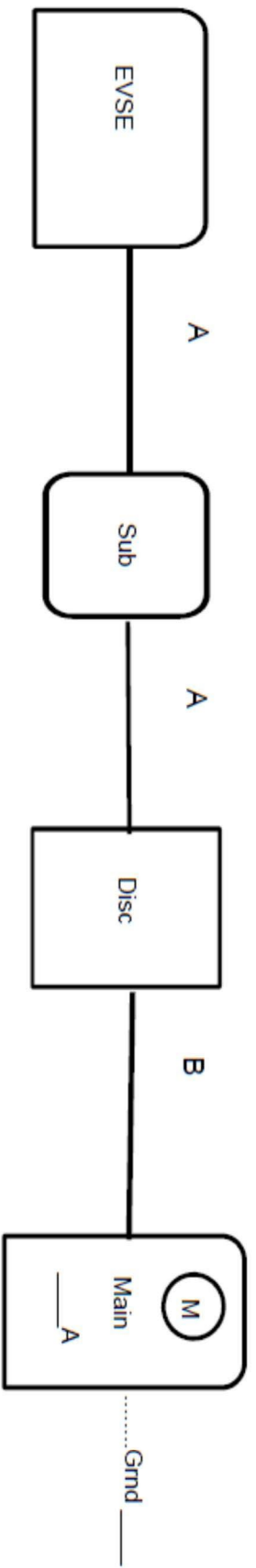
11B-228.3.1 General: Where electric vehicle charging stations (EVCS) are provided, EVCS shall be provided in accordance with Section 11B-228.3.

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, Cable and Conduit Schedule

| TAG | Description and Conductor Type: (Table 3) | Conductor Size | Number of Conductors | Conduit/Conductor Cable Type | Conduit Size |
|-----|--|----------------|----------------------|------------------------------|--------------|
| A | Current-Carrying Conductors: (for each branch circuit) _____ EGC: _____ GEC (when required): _____ Current-Carrying Conductors: _____ EGC: _____ | | | | |
| B | GEC (when required): _____ | | | | |

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