

Community Development Department 14000 City Center Dr., Chino Hills, CA 91709 (909) 364-2740 Fax (909) 364-2795 www.chinohills.org

Permit No.:	
Submittal Date:	
Accepted By:	

RESIDENTIAL AND NON-RESIDENTIAL CHECKLIST FOR PERMITTING ELECTRIC VEHICLE CHARGING STATIONS

Please complete the following information related to permitting and installation of Electric Vehicle Service Equipment (EVSE) and submit along with a building permit application. 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.

PROJECT INFORMATION			
Address:			
APN:	Tract:	Lot: Block:	
☐ Single-Family	☐ Multi-Family (Apartment)	☐ Multi-Family (Condominium)	
☐ Commercial (Single Business)	☐ Public Right-of-Way	☐ Commercial (Multi-Businesse	s)
☐ Mixed-Use			
Location and Number of EVSE to be	Installed:		
Garage Parking Level	(s) Parking Lot	Street Curb	
Valuation:			
Scope of Work:			
PROPERTY OWNER INFORMAT	ION		
Name:			
Address:			
Phone:	Email:		
CONTRACTOR INFORMATION			
Company Name:			
Representative Name:			
Contractor's License No:	Exp. Date:	Class:	
Address, City, St., Zip:			
Phone No.:			
Workman's Comp. No.:			

City Business License No.:

Exp. Date:

EVSE INFORMATION
EVSE Charging Level: Level 1 (120V) Level 2 (240V) Level 3 (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 INFORMATION
Rating of existing Main Electrical Service Equipment = Amperes
Rating of Panel Supplying EVSE (if not directly from Main Service) = Amperes
Rating of Circuit for EVSE: Amps / Poles
A/C 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
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 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:



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SINGLE FAMILY HOME SMOKE ALARM & CARBON MONOXIDE ALARM REQUIREMENTS

California Residential Code (CRC) Section R314.3, CRC R315.3 states in part that existing dwellings be retrofitted with smoke detectors and carbon monoxide alarms when a building permit is issued for work or repairs to a building.

Functional smoke alarm is required in the following locations:

- In each sleeping room.
- Outside each separate sleeping area in the immediate vicinity of the bedrooms.
- On each additional story, including basements and habitable attics.

Functional carbon monoxide alarm is required in the following locations:

- Outside each separate sleeping area in the immediate vicinity of the bedrooms.
- On each additional story, including basements and habitable attics.
- Where a fuel-burning appliance is located within a bedroom or its attached bathroom, a carbon monoxide alarm shall be installed within the bedroom.

Multiple-purpose alarms (smoke detector & carbon monoxide) listed and approved by the State Fire Marshal may be used to fulfill the requirements.

Home Owner Verification Statement

with the requirements prior to the final inspection of my project.				
Homeowner Signature	Date	Property Address		
Self-Certification				
	monoxide alarms	property owner or permittee of the project. I further certify that are present and tested to be functional in all the following		
		ling or wall outside of each separate sleeping area in the vay outside of the rooms, and each level of the dwelling.		
Smoke Alarms: Insta on each level of the dwelling		used for sleeping purposes, outside each sleeping area, and		
Signature (☐ Owner / ☐ Perm	nittee) Date	Property Address		

NOTE: This **Self-Certification** is only used for projects to the exterior of the structure where access to the interior of the dwelling by the City of Chino Hills Building Inspector is not achieved during the course of construction.