



BUILDING DIVISION

Community Development Department
 2131 Pear Street, Pinole, CA 94564 www.pinole.gov
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COMMERCIAL (NON-RESIDENTIAL)
Electric Vehicle Charging Station (EVCS)
Eligibility Checklist for Expedited
 Permitting *Last Updated: July 2024*

The purpose of this checklist is to determine the eligibility for expedited EVCS permitting. All questions requiring code compliance must comply to qualify for expedited review. If EVCS permit is eligible for expedited review please submit the completed checklist along with your Building Permit application in eTRAKiT.

JOB ADDRESS: _____

TYPE OF CHARGING STATION(S)	POWER LEVELS (PROPOSED CIRCUIT RATING)	CHECK ONE
Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps	<input type="checkbox"/>
Level 2 – 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps	<input type="checkbox"/>
Level 2 – 6.6 kW (medium)	208/240 VAC at 40 Amps	<input type="checkbox"/>
Level 2 – 9.6 kW (high)	208/240 VAC at 50 Amps	<input type="checkbox"/>
Level 2 – 19.2 kW (highest)	208/240 VAC at 100 Amps	<input type="checkbox"/>
Other (provide detail)	Provide rating:	<input type="checkbox"/>

PERMIT APPLICATION	YES	NO
A. Does the application include EVCS manufacturer’s specs and installation guidelines	<input type="checkbox"/>	<input type="checkbox"/>
B. Is the building application complete with the following information: Project address, applicant/owner/contractor name, license #, and phone numbers, email address, etc.	<input type="checkbox"/>	<input type="checkbox"/>

ELECTRIC LOAD CALCULATION WORKSHEET	YES	NO
C. Is an electrical load calculation worksheet included (CEC 220)	<input type="checkbox"/>	<input type="checkbox"/>
D. Based on the load calculation worksheet, is a new electrical service panel upgrade required? 1) If yes, do plans include the electrical service panel upgrade	<input type="checkbox"/>	<input type="checkbox"/>
E. Is the charging circuit appropriately sized for a continuous load of 125% (CEC 210.20)	<input type="checkbox"/>	<input type="checkbox"/>
F. If charging equipment proposed is a Level 2 – 9.6 kW station with a circuit rating of 50 Amps or higher, is a completed circuit card with electrical calculations included with the single line diagram?	<input type="checkbox"/>	<input type="checkbox"/>

SITE PLAN & SINGLE LINE DRAWING	YES	NO
G. Is a site plan and electrical plan with a single-line diagram included with the permit application?	<input type="checkbox"/>	<input type="checkbox"/>
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52 (B)), is a mechanical plan included with the permit application	<input type="checkbox"/>	<input type="checkbox"/>
H. Is the site plan (min. 18" x 24") fully dimensioned and drawn to scale	<input type="checkbox"/>	<input type="checkbox"/>
1) Showing location, size, and use of all structures	<input type="checkbox"/>	<input type="checkbox"/>
2) Showing location of electrical panel to charging system	<input type="checkbox"/>	<input type="checkbox"/>
3) Showing type of charging system and mounting	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH 2022 CALIFORNIA ELETRICAL CODE (TITLE 24, PART 3)	YES	NO
I. Does the plan include EVCS Manufacturer's specs and installation guidelines	<input type="checkbox"/>	<input type="checkbox"/>
J. Does the electrical plan identify the amperage and location of existing electrical service panel?	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH 2022 CALIFORNIA ELETRICAL CODE (TITLE 24, PART 3)	YES	NO
1) If yes, does the existing panel schedule show room for additional breakers	<input type="checkbox"/>	<input type="checkbox"/>
K. Is the charging unit rated more than 60 amps or more than 150V to ground	<input type="checkbox"/>	<input type="checkbox"/>
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS (CEC 625.43)	<input type="checkbox"/>	<input type="checkbox"/>
L. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing Mark (UL 2202/UL 2200)	<input type="checkbox"/>	<input type="checkbox"/>
M. If trenching is required, is the trenching detail called out?	<input type="checkbox"/>	<input type="checkbox"/>
Check n/a if no trenching:	<input type="checkbox"/> n/a	
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> n/a	
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/> n/a	

COMPLIANCE WITH 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE (TITLE 24, PART 11)	YES	NO
N. Do the Cal Green EV Readiness installation requirements apply to this project		
1) Do the plans demonstrate conformance with Cal Green Table 5.106.5.3.1		
2) Do the EVCS accessible in accordance with California Building Code, Chapter 11B Section 11B-228.3		

COMPLIANCE WITH 2022 CALIFORNIA BUILDING CODE, CHAPTER 11B ACCESSIBILITY	YES	NO
O. Do the plans clearly depict all required accessible EVCS features for the disabled		
1) Do the plans identify the correct number and type of accessible EVCS stalls required in accordance with Table 11B-228.3.2.1		
2) Do the plans detail compliance with the accessible EVCS features required by 11B-812 and Figure 11B-812.9		

I certify that the above information is true and correct.

Signature: _____ Date: _____

Print Name: _____ Phone Number: _____

Relationship to project: _____ Email Address: _____

Property Owner Applicant