



The preparer is legally responsible for signatures whether a graphic, typewritten, or handwritten. Documents may not be restricted by digital signatures or otherwise.

A. Project Information	
EVCS Checklist: A completed version of this checklist is required to be the 2nd page of the Supplemental (SUP) file.	
This checklist is used to determine if your application is eligible for EVCS streamlined processing of Santa Cruz County Code 12.10.322 . This EVCS Checklist is the minimum submittal for typical projects, please submit any additional items needed to approve your project.	
APN: _____	Address: _____
Person completing checklist	
Name: _____	Signature: _____ License Type-No: _____
Engineer or Contractor	
Name: _____	Signature: _____ License Type-No: _____

B. Charging Stations		
Quantity:	Type of Charging Stations Proposed	Power Levels (proposed circuit rating)
	Level 1	110/120 volt alternating current (VAC) at 15 or 20 Amps
	Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps
	Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps
	Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps
	Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps
	DC Fast Charging	440 or 480 VAC
	Other (specify): _____	Other rating: _____

C. Documents	
Sheet No.	Identify plan sheet numbers where information is shown. For items in the Supplemental Documents file, write SUP.
	1. Project address, parcel number, project description, owner, designer, contractor, license numbers, phone numbers, etc.
	2. List of 2022 California codes as amended by Santa Cruz County.
	Electrical Load Calculations & Single Line Diagram
	3. Electrical load calculation worksheet. (CEC 220)
	4. Existing and proposed electrical service panel and amperages. Clearly identify upgrades required due to load calculations.
	5. Charging circuit appropriately sized for a continuous load (125%). (CEC 625.42)
	6. Single line diagram.
	2022 Electrical Code Compliance
	7. Dimensioned site plan drawn to scale showing location, size, and use of all buildings, property lines, location of scope of work.
	8. EVCS manufacturer's specifications and installation guidelines.
	9. Type of charging system and mounting.
	10. Location of electrical panel connected to charging system.
	11. Mechanical plan if ventilation requirements are triggered for indoor venting requirements. (CEC 625.52 B)
	12. Electrical plan showing the amperage/voltage and location of existing electrical service panel.
	13. Does the existing electrical panel schedule show room for additional breakers?
	14. For charging units rated more than 60 amps or more than 150V to ground, the disconnecting means shall be provided and installed in a readily accessible location. The disconnecting means shall be lockable open in accordance with 110.25. (CEC 625.43)
	15. Charging equipment showing Nationally Recognized Testing Laboratory (NRTL) approved listing mark. (CEC 625.5) & (UL 2202/UL 2200)
	16. If trenching is required, the trenching detail keyed to plans and the minimum cover and cable or raceway requirements for burial apply. (CEC 300.5(A))
	17. If trenching is required, the electrical feeder or branch circuit requirements from structure to structure for load demand shall be applied. (CEC 225.5)



D. 2022 California Green Code Compliance

2022 California Green Code Compliance for EV Readiness Installation (where required)	
	18. Plans showing conformance with CGBSC Table 5.106.5.3.1 for the minimum required number of charging spaces.
	19. Plans showing the design requirements set forth in CGBSC 5.106.5.3.1 for single charging spaces and multiple charging stations.
	20. Plans showing required accessible EVCS stalls. When EVSE is installed, accessible EVCS shall be provided in accordance with the California Building Code, Chapter 11B, Section 11B-228.3 . Note: For EVCS signs, refer to Caltrans Traffic Operations Policy Directive 13-01 (Zero Emission Vehicle Signs and Pavement Markings) or its successor(s). (CGBSC 5.106.5.3.4)
	21. Plans detail showing compliance with the accessible EVCS features required by 11B 812 and Figure 11B-812.9 .
	22. Plans showing the design requirements set forth in CGBSC 5.106.5.4 Electric vehicle (EV) charging: medium-duty and heavy-duty.

Notes:

- 1) Projects with 1-25 stations: 5 business days to deem an application complete or incomplete, once application is complete, 20 business days to issue and approval to build.
- 2) Projects with 26 or more stations: 10 business days to deem an application incomplete, 40 business days to issue and approval to build.
- 3) Electrical plans shall be completed, stamped, and signed by a California Licensed Electrical Engineer or a C-10 electrical contractor.
- 4) EVCS project review is limited to health and safety requirements found under local, state, and federal law. EVCS permit approval is not subject to approval of an association (as defined in Section 4080 of the Civil Code).