



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 2<sup>nd</sup> 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 License  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Type-No: \_\_\_\_\_

Engineer or Contractor License  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_ 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
	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.
	<b>Electrical Load Calculations &amp; Single Line Diagram</b>
	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.
	<b>2022 Electrical Code Compliance</b>
	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	
<b>2022 California Green Code Compliance for EV Readiness Installation (where required)</b>	
	<p>18. <b><u>New multifamily dwellings, hotels and motels and new residential parking facilities.</u></b> (4.106.4.2) Plans showing conformance with mandatory measures for total number of parking spaces on a building site, provided for all types of parking facilities with calculations rounded up to the nearest whole number. (notes 5 &amp; 6):</p> <ul style="list-style-type: none"> <li>a. 10% EV Capable of supporting future Level 2 EVSE</li> <li>b. 25% EV Ready equipped with low Power Level 2 EV charging receptacles. For multifamily parking facilities, no more than one receptacle required per dwelling unit. (note 7)</li> <li>c. 5% EV Chargers equipped with Level 2 EV Supply Equipment (EVSE) <u>for projects with 20 or more dwelling units, hotels and motels with 20 or more sleeping units or guest rooms.</u> Where common use parking is provided, at least one EV charger shall be located in the common use parking area and shall be available for use by all residents or guests. (notes 7 &amp; 8)</li> </ul> <p><b><u>Additions and alterations of parking facilities serving existing multifamily buildings.</u></b> (4.106.4.3) When new parking facilities are added, or electrical systems or lighting of existing parking facilities are added or altered and the work requires a building permit, ten (10) percent of the total number of parking spaces added or altered shall be electric vehicle charging spaces (EV spaces) capable of supporting future Level 2 EVSE.</p>
	<p>19. Plans showing the location of the proposed EV spaces where at least one is located in common use areas and available to all residents for use (4.106.4.2.2.1). Exception: Electric vehicle charging stations serving public accommodations, public housing, motels, and hotels shall not be required to comply with this section. See California Building Code, Chapter 11B, for applicable requirements.</p>
	<p>20. EV spaces designed to comply with Section 4.106.4.2.2.1.2. EV chargers required by Section 4.106.4.2.2.1.2 Item 3 shall comply with at least one of the following options (notes 9 &amp; 10):</p> <ul style="list-style-type: none"> <li>a. The charging space shall be located adjacent to an accessible parking space meeting the requirements of the California Building Code, <b>Chapter 11A</b>, to allow use of the EV charger from the accessible parking space.</li> <li>b. The EV space shall be located on an accessible route, as defined by CBC Chapter 2, to the building.</li> </ul>
	<p>21. Electric vehicle ready spaces shall be identified by signage or pavement markings, in compliance with Caltrans Traffic Operations Policy Directive 13-01 (Zero Emission Vehicle Signs and Pavement Markings) or its successor(s). (4.106.1.2.5)</p>

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).
- 5) For exceptions and additional information, see the code sections. If exceptions are utilized, document compliance methods.
- 6) A parking space served by electric vehicle supply equipment or designed as a future EV charging space shall count as at least one standard automobile parking space only for the purpose of complying with any applicable minimum parking space requirements established by a local jurisdiction. See Vehicle Code Section 22511.2 for further details.
- 7) When low power Level 2 EV charging receptacles or Level 2 EVSE are installed beyond the minimum required, an automatic load management system (ALMS) may be used to reduce the maximum required electrical capacity to each space served by the ALMS. See code section for requirements.
- 8) When EV chargers (Level 2 EVSE) are installed in a number greater than five (5) percent of parking spaces required, the number of EV capable spaces required may be reduced by a number equal to the number of EV chargers installed over the five (5) percent required.
- 9) Exception: Electric vehicle charging stations serving public accommodations, public housing, motels, and hotels shall not be required to comply with this section. See California Building Code, Chapter 11B, for applicable requirements.
- 10) In addition to the requirements in Sections 4.106.4.2.2.1.1 and 4.106.4.2.2.1.2, all EVSE, when installed, shall comply with the accessibility provisions for EV chargers in the California Building Code, Chapter 11B. EV ready spaces and EVCS in multifamily developments shall comply with California Building Code, Chapter 11A, Section 1109A.