County of Santa Cruz
Community Development & Infrastructure
701 Ocean Street 4th Floor, Santa Cruz, CA 95060
www.sccoplanning.com

EVCS Checklist Single-Family & Duplex

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 — 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 2025 California codes as amended by Santa Cruz County.
	Electrical Load Calculations & Single Line Diagram
	3. Electrical load calculation worksheet. (CEC 220) – Electrical Load Calculation Single-Family - PLG290 (note 5)
	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 625.41)
	6. Single line diagram.
	2025 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 625.6) & (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 210.19(A), 215.2(A), & Article 220)

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) Loads per article 220.82(A) & 220.83 optional feeder and service load calculations may be submitted for review as alternate to form PLG-290.