CITY OF NEWPORT BEACH

COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING DIVISION
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MULTI-FAMILY RESIDENCES

Electric Vehicle Charging Station (EVCS)
Eligibility Checklist for Expedited Permitting

JOB ADDRESS: _____

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.

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	
Level 2 – 3.3 kilowattt (kW) (low)	208/240 VAC at 20 or 30 Amps	
Level 2 – 6.6 kW (medium)	208/240 VAC at 40 Amps	
Level 2 – 9.6 kW (high)	208/240 VAC at 50 Amps	
Level 2 – 19.2 kW (highest)	208/240 VAC at 100 Amps	
Other (provide detail)	Provide rating:	

PERMIT APPLICATION	YES	NO
A. Does the application include EVCS manufacturer's specs and installation guidelines?		
B. Is the building application complete with the following information: Project address, applicant/owner/contractor name, license #, and phone numbers, email address, etc?		

ELECTRIC LOAD CALCULATION WORKSHEET	YES	NO
C. Is an electrical load calculation worksheet included? (CEC 220)?		
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?		
E. Is the charging circuit appropriately sized for a continuous load of 125% (CEC 210.20)?		
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?		

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?		
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.52 (B)), is a mechanical plan included with the permit application?		
H. Is the site plan (min. 18" x 24") fully dimensioned and drawn to scale?		
1) Showing location, size, and use of all structures		
2) Showing location of electrical panel to charging system		
3) Showing type of charging system and mounting		

COMPLIANCE WITH 2022 CALIFORNIA ELETRICAL CODE (TITLE 24, PART 3)	YES	NO
I. Does the plan include EVCS Manufacturer's specs and installation guidelines?		
J. Does the electrical plan identify the amperage and location of existing electrical service panel?		
1) If yes, does the existing panel schedule show room for additional breakers?		

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

COMPLIANCE WITH 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE (TITLE 24, PART 11)	YES	NO
N. Does the Five (5) percent of the total number of parking spaces to be equipped with Level 2 EVSE requirements apply to this project? (4.106.4.2.2, item 3)		
O. Does the EVCS serving public accommodations, public housing, motels, and hotels? If so, comply with CBC Chapter 11B for applicable requirements (4.106.4.2.2.1, Exception)		
P. Does the charging space located adjacent to an accessible parking space meeting the requirements of the CBC Chapter 11A to allow use of the EV charger from the accessible parking space? (4.106.4.2.2.1.1, item 1)		
Q. Does the charging space located on an accessible route, as defined in the CBC Chapter 2, to the building? (4.106.4.2.2.1.1, item 2)		
R. Does the EVCS dimensions comply with Section 4.106.4.2.2.1.2, item 1, 2, and 3?		

I certify that the above information is true and correct.

Signature: _____ Date:_____

Print Name: _____

Phone #: _____