

Electric Vehicle Charging Stations

REQUIREMENTS FOR PERMITS AND PLAN REVIEW

Get a permit before you install a Level 2, 3 or 4 charging station.

Level 1 charging stations do not require a permit.

DEFINITIONS

Levels of electrical current are called VAC or "Volts Alternating Current."

Level 1 - 120 VAC - Level 1 refers to using a standard house outlet to charge an EV.

Level 2 - 240 VAC - This voltage is the type that supports ovens and other large appliances.

Level 3 - 480 VAC - Also called DC fast chargers, these chargers use a 480 plug to provide direct current (DC) electricity to the battery. They are not allowed on residential properties.

Level 4 - Supercharger - This charging system is currently limited to Tesla vehicles. Tesla Corporation installs these chargers at commercial sites.

This bulletin outlines the permit requirements for electric vehicle (EV) charging stations at various types of properties, as well as plan review requirements where applicable.

SINGLE-FAMILY/DUPLEX PROPERTIES

Residential properties may have only Level 1 or 2 charging stations. For a Level 1 EV charging station, a permit is not required.

For a Level 2 EV charging station, an electrical permit is required, and a mechanical permit is required if the manufacturer specifies use of mechanical ventilation. Plans are not required to secure the permits. At the time of inspection, provide the following information to the City Inspector.

- 1. UL listing number.** Include the UL listing number or the listing number of another approved nationally recognized testing laboratory, in compliance with UL2202: "Standard for Electric Vehicle Charging System Equipment."
- 2. Panel rating, circuit size and charging load.** Specify the panel rating of the existing electrical service, for example, 200 amp service, at the residence. Indicate the EV charging system load and circuit size. Load calculations, per California Electrical Code Article 220, must be provided when the service panel rating is 125 amperes or less. Electrical panel upgrades and electrical wiring must conform with the current edition of the California Electrical Code.
- 3. Second meter.** Indicate if a second electric meter will be installed due to special electric utility rates available for EV charging.
- 4. Location of utility panel and Electric Vehicle Supply Equipment (EVSE).** Show the location of the utility panel and EVSE. Be sure that the location is in accordance with the manufacturer's written guidelines. See illustration.

Your options for securing the permit/s:

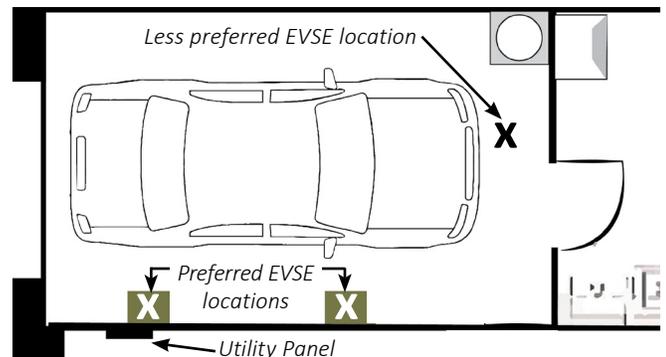
- Save money by downloading your permit from www.sjpermits.org; or
- Visit the Permit Center at City Hall for [Over-the-Counter](#) permit service. No appointment is needed.

MULTIFAMILY PROPERTIES

Requirements for EV charging station installations on multifamily residential properties include:

Charging stations in assigned parking spaces. For EV charging stations installed in assigned parking spaces for residents, use the process for single-family/duplex properties as described above. Additionally, if any rated assemblies will be penetrated as part of the charging station installation, please have the rated penetration details available for the City Inspector.

Charging stations in common areas and public housing facilities. For EV charging stations installed in common use parking areas that are publicly accessible, e.g., leasing office areas, mixed use areas, or unassigned parking areas; or in public housing facilities, use the process for Commercial/Industrial Properties as described on page 2.



Development Services Permit Center

San José City Hall
200 E. Santa Clara St.
San José, CA 95113
408-535-3555

www.sanjoseca.gov/permitcenter

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Does your charging installation require a permit from the Planning Division?

Any charging station project that will modify existing landscaping, circulation, parking restriping, or other site work will need to get a permit, called a Permit Adjustment, from the Planning Division.

You must first obtain the Permit Adjustment from the Planning Division in order for the Building Division to issue you a building permit.

For more information, speak to a Planner by phone or at the Permit Center Planning Counter.

Planning's Hours of Service:
www.sanjoseca.gov/planning
408-535-3555

For questions about building permits, codes, inspections or plan review, leave us a message and we'll respond within two business days:

Email: Infoinspector@sanjoseca.gov

Voicemail: 408-535-7641

Or call the Permit Center at 408-535-3555

We'll answer your questions about permits.

Contestaremos sus preguntas referente a permisos en Español.

Chúng tôi sẽ trả lời thắc mắc về giấy phép của quý vị bằng tiếng Việt.

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COMMERCIAL/INDUSTRIAL PROPERTIES

Requirements for EV charging station installations on commercial/industrial properties include:

Plan review is required. Permit applicants must submit plans at the Permit Center in person to obtain both building and electrical permits prior to installation of the charging stations. See the sidebar about whether your project will require a Permit Adjustment from the Planning Division before you can obtain a building permit.

Plan review method. How the charging station affects capacity of the electrical panel/system determines whether you can use the lower cost Over-the-Counter plan review service or whether the project must be reviewed through regular Plan Review:

- *Installation does not exceed 80% of panel/system capacity* - Plans may be reviewed through Over-the-Counter service; no appointment is required.
- *Installation exceeds 80% of panel/system capacity* - Plans must be reviewed through either regular Plan Review service (no appointment required) or Express Plan Review, which requires scheduling an appointment (call 408-535-3555 for appointments). Learn more about the different Plan Review services at www.sanjoseca.gov/index.aspx?nid=420. See Building permit fees at www.sanjoseca.gov/index.aspx?NID=415.

Plan requirements. Include the following information:

ELECTRICAL PLAN

1. Compliance with the 2016 California Electrical Code and San José Municipal Code.
2. For electrical service panels affected by the addition of the charging stations, show: existing load, added load, and revised calculated load.
3. Calculated loads of chargers are considered continuous loads. The overcurrent device must have a rating of not less than 125% of the maximum load.

SITE PLAN

1. **Grading and Drainage** - Do not alter existing stormwater treatment systems, including bioswales and retention basins, unless necessary; minimize any such alterations. Show any necessary grading or drainage work on the site plan.
2. **Landscaping** - Any displaced landscaping must be restored or replaced. Avoid removing trees. If tree removal is necessary, a Tree Removal Permit is required for removal of any tree greater than 38" in circumference; learn more and obtain the form at www.sanjoseca.gov/treep permit.
3. **Lighting** - Show proposed new lighting, if any, on the site plan. Light fixtures must be "dark sky friendly." See the [Lighting Policy](http://www.sanjoseca.gov/developmentpolicies) at www.sanjoseca.gov/developmentpolicies.
4. **Parking** - Provide the number of required and existing parking spaces on the site.
 - If the number of required parking spaces plus the number of EV charging stations to be installed is less than the number of existing parking spaces provided on the site, the EV charging stations may be signed as "EV Charging Station Only."
 - If the number of required parking spaces plus the number of EV Charging Stations to be installed exceeds the number of existing parking spaces provided on the site, the EV Charging Stations must be signed to allow either EV Charging or parking.
5. **Accessibility** - Show compliance with California Building Code (2016) Chapter 11B-228.3 and 11B-812 for accessibility requirements and Chapter 11B, Table 11B-228.3.2.1 for minimum number of Accessible EV Charging Stations.

Alternative: If the installation of Accessible EV Charging Stations per CBC 11B-228.3 creates an unreasonable hardship or is technically infeasible, accessible stations may be installed at existing accessible parking spaces containing the International Symbol of Accessibility (ISA) on the site. When the number of accessible stations installed equals 100% of the existing Accessible Parking Spaces required by Chapter 11B - Table 11B-208.2, no additional accessible charging stations will be required on the existing parking facility.

6. **Equipment Anchorage** - Show required equipment support and anchorage as described in [Bulletin #265 - Equipment Suspended or Mounted on Roofs, Floors, or Walls](#). This and other building handouts and forms are available at www.sanjoseca.gov/buildingbulletins.