



City of Huntington Beach

Department of Community Development

COMMERCIAL EV CHARGER

CHECKLIST

2000 Main Street, Huntington Beach, CA 92648
Office: (714) 536 - 5241 Fax: (714) 374 - 1647

Purpose

The purpose of this guideline is to assist permit applicants in streamlining the plan review, permitting and inspections of commercial EV Charging stations.

Check all applicable boxes for plan check submittal. All items need to be included to be eligible for Expedited Plan Review.

Plan Submittal Requirements

Provide three copies of the job-specific plans showing:

☐ Site Plan

- ☐ Site plan showing EVCS location(s)
- ☐ Accessible route(s) to building entrance
- ☐ EV charging station parking space and access aisle dimensions
- ☐ EV equipment and service equipment locations
- ☐ Specific address of electric meter
- ☐ Conduit runs
- ☐ Zoning Code Compliance
 - Signage – EVCS instructions/ identification signage shall be allowed as long as it is incorporated into the EVCS and not a separate structure. One sign per EVCS not to exceed 2 sq. ft. in area. No other signs (including advertising of any kind) shall be permitted on the EVCS, except as specified. State or federal government required signs encompassed within an EVCS shall not be regulated.

☐ Electrical Plan Submittal Requirements

- ☐ Equipment cut sheets
- ☐ Circuit ampacity and voltage
- ☐ Conductor sizes and types (ie. 3 #4's c.u. THWN)
- ☐ Conduit types and burial depths (CEC 300.5)
- ☐ Overcurrent protection
- ☐ Calculations showing the new loads on new or existing service equipment
- ☐ Provide voltage drop calculations on plans
- ☐ Provide single line diagram on plans
- ☐ Provide available short circuit calculation and method of rating the added sub-panels (if needed)

Disabled Access Code Reference

- ☐ Accessible, van accessible, and ambulatory charging stations shall be provided in quantities specified in Table 11B-228.3.2.1.
- ☐ EV charging stations shall be located on an accessible route to the building entrance. (11B-812.5.1)

- ☐ Note on plans: “Ground surfaces at EVCS shall have a maximum slope of 1:48 (2.083%).”
- ☐ EV charging equipment shall be on an accessible route from the parking space, and operable parts shall be within reach ranges. (11B-812.5.2, 11B-812.2, and 11B-812.10.3)
- ☐ EV spaces shall measure 216 inches long. (11B-812.6)

- ☐ EVCS spaces shall be marked with “EV CHARGING ONLY” in 12 inch letters centered at the end of the space. (11B-812.9)
- ☐ EV space widths shall comply as follows:
 - ☐ Van accessible spaces shall measure 144 inches wide.(11B-812.6.1)
 - ☐ Standard accessible spaces shall measure 108 inches wide. (11B-812.6.2)
 - ☐ Ambulatory accessible spaces shall measure 120 inches wide. (11B-812.6.3)
- ☐ Access aisles measuring 60 inches wide for the length EV space shall be provided adjacent to the EV parking spaces. The access aisle of a van space shall be on the passenger side of the vehicle space. (11B-812.7)
- ☐ Access aisles shall be marked with hatched lines spaced at 36 inches on center between the painted border lines. (11B-812.7.2)
- ☐ The words “NO PARKING” in 12-inch white letters shall be painted at the end of the access aisle. (11B-812.7.3)
- ☐ Identification signs shall be provided where more than four EVCS are provided as follows: (11B-812.8)
 - ☐ At least one van accessible EVCS shall be identified where there are 5-25 total EVCS.
 - ☐ Van accessible and standard accessible EVCS shall be identified where there are more than 25 total EVCS.
 - ☐ Reflectorized signs including the ISA measuring 70 square inches and positioned at 80 inches above the ground surface as measured to the bottom of the sign shall be installed at the front of each accessible parking space. (11B-812.8.7)