



Building and Code Enforcement Policy

Bulletin: GP-17-005
Date: July 19, 2017
By: Jim Zicaro, Director Building and Code
Subject: Electric Vehicle Charging Stations

PURPOSE

The purpose of this policy is to provide clarification on requirements and limitations for permitting and review of Electric Vehicle Charging Stations (EVSS). The general intent is to promote and encourage the use of electric vehicles by creating an expedited, streamlined permitting process for electric vehicle charging stations while promoting public health and safety and preventing specific adverse impacts in the installation and use of such charging stations. This Chapter is also purposed to comply with California Government Code Section 65850.7.

-.

POLICY

It is the policy of the City of Palm Springs Building Department that permit applications and review for Electric Vehicle Charging Stations (EVCS) are expedited pursuant to Code Section 65850.7 and AB 1236.

PROCEDURE

1. Permits are required for all Type 2 and Type 3 EVCS.
2. Submittals may be submitted electronically and all electronic signatures will be accepted.
3. A City of Palm Springs Electrical Vehicle Charging Permit Application / Checklist and associated Load Calculation Form shall be submitted with all submittals.
4. Minimum Submittal Requirement
 - a) City of Palm Springs Electrical Vehicle Charging Permit Application.



- b) Load Calculation Form.
 - c) Three sets of site plans if located outdoors.
 - d) Three sets of floor plans showing location, mounting, conductors and other information to insure life safety.
 - e) Two sets of specifications and installation manuals for all electrical equipment.
5. Permits shall be reviewed over the counter or within three business days, depending on staff availability.
6. Permit fees shall be charged under the same category as a Simple Residential MEP Fee for single installations and or for each individual installation on multiple installations.