



CITY OF MONROVIA

Community Development Department
Building and Safety Division
415 South Ivy Avenue
Monrovia, CA 91016-2888

CODE CYCLE
2022 CALIFORNIA CODES
AND CITY OF MONROVIA
MUNICIPAL CODE

EFFECTIVE DATE
01/01/2023

1 of 2

EV Charging Station – Commercial

Eligibility Checklist for Expedited Electric Vehicle Charging Station Permit: COMMERCIAL BUILDINGS

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	<input type="checkbox"/>
Level 2 - 3.3 kilowatt (kW) (low)	208/240 VAC at 20 or 30 Amps	<input type="checkbox"/>
Level 2 – 6.6kW (medium)	208/240 VAC at 40 Amps	<input type="checkbox"/>
Level 2 – 9.6kW (high)	208/240 VAC at 50 Amps	<input type="checkbox"/>
Level 2 – 19.2kW (highest)	208/240 VAC at 100 Amps	<input type="checkbox"/>
Other (provide detail): _____	Provide rating: _____	<input type="checkbox"/>

1. Permit Application Requirements:

A. Does the application include EVCS manufacturer's specs and installation guidelines?	<input type="checkbox"/> Y	<input type="checkbox"/> N
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2. Electrical Load Calculation Worksheet:

A. Is an electrical load calculation worksheet included? (CEC 220)	<input type="checkbox"/> Y	<input type="checkbox"/> N
B. Based on the load calculation worksheet, is a new electrical service panel upgrade required?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) If yes, do plans include the electrical service panel upgrade?	<input type="checkbox"/> Y	<input type="checkbox"/> N
C. Is the charging circuit appropriately sized for a continuous load of 125%?	<input type="checkbox"/> Y	<input type="checkbox"/> N
D. 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?	<input type="checkbox"/> Y	<input type="checkbox"/> N

3. Site Plan and Single Line Drawing:

A. Is a site plan and separate electrical plan with a single-line diagram included with the permit application?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) If mechanical ventilation requirements are triggered for indoor venting requirements (CEC 625.29 (D)), is a mechanical plan included with the permit application?	<input type="checkbox"/> Y	<input type="checkbox"/> N
B. Is the site plan fully dimensioned and drawn to scale?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) Showing location, size, and use of all structures	<input type="checkbox"/> Y	<input type="checkbox"/> N
2) Showing location of electrical panel to charging system	<input type="checkbox"/> Y	<input type="checkbox"/> N
3) Showing type of charging system and mounting	<input type="checkbox"/> Y	<input type="checkbox"/> N

4. Compliance with the 2022 California Electrical Code:

A. Does the plan include EVCS manufacturer's specs and installation guidelines?	<input type="checkbox"/> Y	<input type="checkbox"/> N
B. Does the electrical plan identify the amperage and location of existing electrical service panel?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) If yes, does the existing panel schedule show room for additional breakers?	<input type="checkbox"/> Y	<input type="checkbox"/> N
C. Is the charging unit rated more than 60 amps or more than 150V to ground?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) If yes, are disconnecting means provided in a readily accessible location in line of site and within 50' of EVCS. (CEC 625.23)	<input type="checkbox"/> Y	<input type="checkbox"/> N



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D. Does the charging equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark? (UL 2202/UL 2200)	<input type="checkbox"/> Y	<input type="checkbox"/> N
E. If trenching is required, is the trenching detail called out?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) Is the trenching in compliance with electrical feeder requirements from structure to structure? (CEC 225)	<input type="checkbox"/> Y	<input type="checkbox"/> N
2) Is the trenching in compliance with minimum cover requirements for wiring methods or circuits? (18" for direct burial per CEC 300)	<input type="checkbox"/> Y	<input type="checkbox"/> N

5. Compliance with the 2022 California Green Building Standards Code (CGBSC):

A. Do the CAL Green EV Readiness installation requirements apply to this project?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) Do the plans demonstrate conformance with CGBSC Table 5.106.5.3.3 for the minimum required number of charging spaces?	<input type="checkbox"/> Y	<input type="checkbox"/> N
2) Do the construction plans comply with the design requirements set forth in CGBSC 5.106.5.3.1 for single charging spaces or CGBSC 5.106.5.3.2 for multiple charging spaces?	<input type="checkbox"/> Y	<input type="checkbox"/> N

6. Compliance with 2022 California Building Code, Chapter 11-B for Accessibility Features:

B. Do the plans clearly depict all required accessible EVCS features for the disabled?	<input type="checkbox"/> Y	<input type="checkbox"/> N
1) Do the plans identify the correct number and type of accessible EVCS stalls required in accordance with Table 11B-228.3.2.1?	<input type="checkbox"/> Y	<input type="checkbox"/> N
2) Do the plans detail compliance with the accessible EVCS features required by 11B- 812 and Figure 11B-812.9?	<input type="checkbox"/> Y	<input type="checkbox"/> N

Notes: This criteria is intended for an expedited EVCS permitting process. If any items are checked NO, you may revise plans to fit within the eligibility checklist or otherwise the permit application may go through the standard plan review and approval process.

Electrical plans shall be completed, stamped and signed by a California Licensed Electrical Engineer or a C-10 electrical contractor.

Project Address: _____

Applicant Signature: _____

Applicant Printed Name: _____

Contractor's License number and type: _____