



City of San Leandro  
Division of Building & Safety Services  
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## EV Charger Requirements

Revised 1/2020

**Permit Information:** Electric vehicle charging stations (EVCS) must be installed in accordance with manufacturer's installation instructions and in accordance with the 2019 California Electrical Code (CEC) based on the National Electrical Code (NEC). Wiring methods in Chapter 3 of the CEC must be applied to each installation. The EVCS must be listed by a nationally recognized testing laboratory (NRTL). NOTE: This policy applies to EVCS equipment and receptacle outlets intended for use with cord and plug type vehicle charging systems (e.g. Tesla, etc.).

**Permit Application Submittal Requirements:** Applicants must submit legible plans, fully dimensioned, with the following information:

- **Coversheet** with project address, owner name and contact information and a brief description of project.
- **Site Plan** with property lines, driveway, garage or parking space, proposed charging location, electric service, conduit location and disconnects.
- **Manufacturer's specifications**, including size of charging station and installation guidelines.
- Existing main panel rating, subpanel ratings, proposed charging load & calculations for stations over 220 volts and or 40 amps
- A **single line diagram** must be included in the submittal with the following information:
  - a. Conductor types and sizes
  - b. Size of the circuit breaker supplying the EVCS
  - c. Size of the main electrical panel, sub panels and disconnects.
  - d. Type charging station (Level 1, 2, or 3)
- **Electrical Load Calculation Sheet:** Provide size of the existing electrical panel, existing load on the panel, and proposed load/circuits from the electric vehicle charging system in order to determine if there is adequate capacity in the existing panel. (CEC 220).

### General Information:

- Homeowner/Applicant contact a licensed electrical contractor for evaluating home electrical system. Need to confirm there is enough amperage to support the charging station because it will cause an overload if current system is not equipped to handle it.
- Do you need to upgrade your main electrical panel? If so, you may submit for the panel upgrade at the same time as the EVCS.
- Contact PG&E to determine if the neighborhood grid can handle the proposed EVCS.
- If installed indoors, the electric vehicle charging coupling (the nozzle) shall be located between 18" and 48" above the finished floor. If installed outdoors, the electric vehicle charging coupling (the nozzle) shall be located between 24" and 48" above the finished grade. (CEC 625.29, 625.30)
- If the electric vehicle charging equipment is located in an area subject to vehicular damage, an adequate barrier must be installed (e.g. 4" diameter steel pipe filled with concrete, a minimum of 40" above the finished floor/grade, installed in a footing measuring 12" in diameter and 3' deep). (CEC 110.27)