

# PERMITTING COORDINATION

## THE BASICS

In the State of California, each Electric Vehicle Supply Equipment (EVSE) installation project requires a permit to ensure safe and reliable infrastructure. Use this guide to help you start obtaining a permit for your project.



**Authority Having Jurisdiction:** A local City and/or County responsible for enforcing the requirements of codes or standards for each project site.

## Step 1: Identify your Authorized Having Jurisdiction (AHJ)

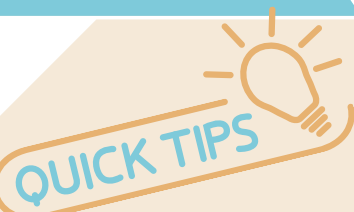
Identifying your AHJ can be tricky. For an electrical project like EVSE installation, **the first place to look is at the city level** for a permit application. If not at the city level, check with your county for the permit applications and checklist. You may [use this map](#) to verify if your AHJ is currently compliant with AB1236.



### What is AB1236?

AB1236 requires all California AHJs to develop an expedited, streamlined, permitting process for EVSE infrastructure.

- Current AHJ streamlining ordinance and status are reflected on the [EVCS Streamlining Map](#).
  - Find your location's streamlined process and checklist online by entering your location on the map.
- Jurisdictions are graded based on the [Permitting Electric Vehicle Charging Stations Scorecard](#).
  - Find more information about AB1236.



Communicate early with your AHJ to help ensure your project is on schedule from start to finish.

[Consult the GoBIZ EV Charging Station Permitting Guidebook for additional information.](#)

## Step 2: Obtain a Permit Application

Permitting through your AHJ should begin as soon as possible to understand your city and/or county's required steps, including the documentation needed throughout your project lifecycle. Obtaining a permit should be straightforward for jurisdictions currently compliant with AB1236. For all other AHJs outside of compliance, please **communicate with your AHJ to obtain the correct application** and to be compliant with the most up to date building codes.



## Step 3: Collect information for permit application

Once a permit application is obtained, there are several pieces of information needed to collect and submit a complete application. The following checklist is for guidance purposes only, please **reach out to your local AHJ for a comprehensive checklist** most relevant to your particular site and location:

- Site Information
- Applicant Information
- Contractor Information
- Owner Information
- Quantity of EVSEs being installed at the location
- EVSE charge level and rating
- Voltage details of existing system
- Total Load Calculation
- Site Design

## Step 4: Application approval and final inspection card

Communicate with local AHJ to ensure application is complete, approved and is compliant with building codes. **Be sure to discuss application approval process and timeline for an issued 'Building Permit.'** Once you have completed your EVSE installation be sure to **communicate the timeline for a final inspection and to obtain a signed Final Inspection card.**



COMMUNITIES IN CHARGE



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