



City of Long Beach
Department of Development Services
Building and Safety Bureau

**Residential Electric Vehicle Charger
(REVC) Expedited Procedures**

Information
Bulletin

BU-049

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The purpose of this Information Bulletin is to provide guidelines regarding the installation of a Residential Electric Vehicle Charger (REVC) in accordance with the provisions of Assembly Bill No. 1236 (Electric Vehicle Charging Stations), which requires local agencies to establish, in part, an expedited permitting and inspection process for REVC. Single-family dwellings (SFD) and owner-occupied units of multi-family residential projects ≤ 4 units can be expedited at the Development Permit Center (DPC).

There are two primary methods to request a permit: 1) an owner-builder permit or 2) a contractor-building permit. An owner-builder is considered a person who owns the property (must be their principal place of residence for the past 12 months) and acts as their own general contractor, and either does the work themselves or has employees/subcontractors working on the project. When an owner-builder signs a building permit application as an owner-builder, he/she assumes full responsibility for all phases of the project and its integrity. Property owners are, therefore, encouraged to hire a licensed electrical contractor to avoid issues. For more information, visit the Contractors State License Board, Owner-Builder Risks at http://www.cslb.ca.gov/Consumers/Know_Risks_Of_Owner_-_Builder.

Applicants eligible for the expedited permit shall complete a Development Services Permit Application, a REVC Checklist, and a site plan showing the location of the REVC, the electrical panel providing power for the REVC, and if any conduit work or trenching is proposed for the REVC. DPC staff reserves the right to make the final determination whether a proposed project can be expedited.

Following permit issuance, the Applicant shall request an inspection to verify the installation of the REVC unit and that the associated conduit and conductors are properly installed in accordance with the 2016 Edition of the California Electrical Code (CEC). Strict compliance with the following shall assist in the inspection process:

1. Ensure the approved site plan and the REVC installation specification are available at the project site;
2. REVC shall be mounted per the manufacturer's specifications; and
3. If the potential of striking the REVC exists, a steel bollard measuring 3' tall x 3" diameter with 2' min. embedment in concrete footing shall be provided 1' from the REVC.



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Residential Electric Vehicle Charger Checklist

To assist in expediting your Residential Electric Vehicle Charger (REVC) installation permit, please identify the type of REVC being installed:

Type of REVC	Power Levels – Volt Alternating Current (VAC)	Check One
Level 1	110/120 VAC at 15 or 20 Amps	
Level 2 (3.3 KW) – Low	208/240 VAC at 20 or 30 Amps	
Level 2 (6.6 KW) – Medium	208/240 VAC at 40 Amps	

and answer the following questions:

A.	Do you have a site plan?	<input type="checkbox"/> Y <input type="checkbox"/> N
B.	Will the charger be installed according to the indoor/outdoor installation requirements per the manufacturer’s guidelines?	<input type="checkbox"/> Y <input type="checkbox"/> N
C.	Is the electrical panel location and amperage indicated on the site plan?	<input type="checkbox"/> Y <input type="checkbox"/> N
D.	Is an extra breaker slot available on the electrical panel to accommodate the REVC?	<input type="checkbox"/> Y <input type="checkbox"/> N
E.	Does the electrical panel need to be upgraded?	<input type="checkbox"/> Y <input type="checkbox"/> N
F.	Does the REVC Equipment have a Nationally Recognized Testing Laboratory (NRTL) approved listing mark?	<input type="checkbox"/> Y <input type="checkbox"/> N
G.	Is a safety bollard proposed to protect the charger?	<input type="checkbox"/> Y <input type="checkbox"/> N
H.	Will the coupling means of the EV supply equipment (the nozzle) be mounted at a height not less than 18” (indoor use) or 24” (outdoor use) from grade (CEC 625.50), unless otherwise indicated by the manufacturer?	<input type="checkbox"/> Y <input type="checkbox"/> N
I.	Will the wall or pole-mounted stations and enclosures be installed at a height between 36” and 48”?	<input type="checkbox"/> Y <input type="checkbox"/> N
J.	Will sufficient space exist around the REVC for safe operation and maintenance (CEC 110.26 – recommended space is 30” wide, 3’ deep and 6’-6” high)?	<input type="checkbox"/> Y <input type="checkbox"/> N
K.	Will the Installation Requirements (shown below) be complied with? <ul style="list-style-type: none"> • Provide #12 AWG conductors not more than 75-feet for 20A circuit. • Provide #10 AWG conductors not more than 75-feet for 30A circuit. • Provide #8 AWG conductors not more than 75-feet for 40A circuit. • Provide a disconnect switch at the EV when the EV is not within sight (50-feet) from the breaker. 	<input type="checkbox"/> Y <input type="checkbox"/> N

(I/We) the undersigned declare, under penalty of perjury under the laws of the State of California, that the information on all plans, drawings, and sketches attached hereto and all the statements and answers contained herein are, in all respects, true and correct.

Contractor/Installer: _____ License # & Class: _____

Signature: _____ Date: _____ Phone #: _____