



NONRESIDENTIAL ELECTRIC VEHICLE CHARGING CHECKLIST



COMMUNITY DEVELOPMENT DEPARTMENT • 345 N EL DORADO STREET • STOCKTON, CA 95202 • (209) 937-8561
www.stocktonca.gov/buildinginspection

To expedite the review and approval of electric vehicle chargers, provide all applicable items below with the building permit submittal.

PERMIT REQUIREMENTS:

- A permit is required for the installation of Electric Vehicle Supply Equipment (EVSE).
- Permits are issued to a California licensed **C-10** contractor with a current City of Stockton Business License.
- Permits can be obtained at the Community Development Department Permit Center.
 - Located at 345 N. El Dorado St, Stockton, CA 95202
 - Office hours are from 8:00 a.m. to 4:30 p.m. Monday through Friday, closed alternate Fridays.
- Commercial EVSE projects may be submitted for plan review remotely by sending a complete package to plancheck@stocktonca.gov.
- For expedited review you may schedule an over-the-counter review appointment with the plan review staff by calling (209) 937-8561. Appointments are usually scheduled on Wednesdays between 8:00-11:00am.

SUBMITTAL CHECKLIST:

- A. [Completed Building Permit Application](#)
- B. Plans – Electronic files, see below for plan requirements
- C. Equipment Manufacturer's Specifications and Installation Instructions
- D. Authorization Letter from the licensed contractor for the individual picking up the permit (if applicable)

Electronic files shall be formatted in accordance with our [Electronic Plan Check Guide](#) which can be found on our website here: [ELECTRONIC PLAN CHECK GUIDE](#)

PLAN REQUIREMENTS:

Commercial EVSE plan sets shall include the following information, as applicable. Depending on the scope of your project all items may or may not be required. If you need clarification of what information is required on the plans you may contact the Building Department at (209) 937-8561.

Title Sheet/Cover Sheet

- Scope of work
- Site Information
- Applicable design codes (current edition of CBC, CEC, etc.)
- Index of drawings
- Vicinity map

Electrical Plans

- Single-line diagram & panel schedules
- Conductor sizes & load calculations
- Fixture schedule & specifications
- Equipment installation details

Site Plan

- North arrow
- Street names
- Property lines
- Existing buildings and landscape areas
- Parking and circulation areas
- Demonstrate compliance with accessibility requirements (Ref. CBC Ch. 11B)
- Location(s) of proposed EV stations, panels, and other service equipment
- Utility locations